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## 1. Introduction

NürnbergMesse GmbH, hereinafter known as NürnbergMesse, has drawn up regulations for its events with the aim of providing all exhibitors/organizers with optimum facilities for presenting their exhibits and approaching their visitors and potential customers. These regulations are mandatory for all exhibitors and organizers. In the interest of our exhibitors and visitors, these regulations also include safety regulations, which are intended to ensure the highest degree of safety for the technical and design aspects of events. The building regulations, fire prevention regulations and other safety regulations have been agreed with the responsible departments of the Nuremberg authorities. NürnbergMesse reserves the right to check for compliance with these regulations. Compliance with the applicable statutory regulations is also compulsory.

The organization of an event/operation of an exhibition stand may be prohibited in the interest of all participants if any defects found have not been cleared by the start of the event. The right is reserved to impose further requirements regarding safety and stand construction if necessary. The order forms for services are usually sent with the confirmation of admission and must be completed and returned by the specified deadline, as NürnbergMesse cannot accept responsibility for correct and timely execution of orders received late.

NürnbergMesse also reserves the right to impose a surcharge on the price of orders received late, in accordance with details given in the Exhibitors Info Manual. If applicable, exhibitors may be sent additional circulars with information concerning the preparation and organization of the event. These Technical Regulations have been agreed between the following exhibition companies and are published in a standard layout:

Deutsche Messe AG, Hanover  
 Koelnmesse GmbH, Cologne  
 Leipziger Messe GmbH, Leipzig  
 Messe Berlin GmbH, Berlin  
 Messe Düsseldorf GmbH Düsseldorf  
 Messe Frankfurt GmbH, Frankfurt  
 Messe München GmbH, Munich  
 Landesmesse Stuttgart GmbH  
 NürnbergMesse GmbH, Nuremberg

Building law in Germany is governed by the law of the individual states. The respective implementation regulations may therefore vary for this reason and because of the different building situation that exists at the various other venues. NürnbergMesse also reserves the right to make changes. The German text is legally binding.

### 1.1 Site regulations, extract from site regulations

NürnbergMesse possesses the sole domiciliary rights to the rented object and site, provided the renter is not entitled to these rights by act of law. The justified interests of the renter shall be taken into account when exercising domiciliary rights.

- 1.1.1 The domiciliary rights with respect to the renter and all third parties shall be exercised by personnel appointed by NürnbergMesse, whose instructions must be complied with and who are to be granted access to the rented object at all times.
- 1.1.2 In the event of contravention of the site regulations or disruptive behaviour, NürnbergMesse has the right to expel the persons concerned from the exhibition grounds and from its own car parks, withdraw their entrance tickets without compensation and have their vehicles towed away at the owner's cost and risk.
- 1.1.3 NürnbergMesse has the right to check the storage compartments of vehicles and receptacles carried by persons, if required.
- 1.1.4 In case of theft of exhibits, the relevant person will be expelled from the site and the police informed. NürnbergMesse reserves the right to exercise its right to detain the relevant person on the exhibition grounds until the person's identity is established by the police.
- 1.1.5 Visitors to the event must leave the exhibition grounds at the end of the daily event times.
- 1.1.6 Compliance with instructions issued by the event director, event equipment director and security manager appointed by NürnbergMesse is compulsory. The same applies to instructions issued by the security authorities, such as the fire brigade and public order office.

## 1.2 Opening times

### 1.2.1 Assembly and dismantling times

Work can be carried out during the general assembly and dismantling times from 7:00 to 19:00, unless other times are published for specific events (Info 1). For reasons of general security in the exhibition grounds, the halls and the exhibition grounds in general remain closed outside these times. Vehicle access to the halls is permitted during assembly and dismantling. The times that ServicePartners are present on site may differ from the general assembly and dismantling periods.

### 1.2.2 Duration of event

For the duration of an event, the halls are open one hour prior to the official opening time and one hour after the official closing time, unless other times are published for specific events (Info 1). Exhibitors who for justified reasons need to work on their stands outside these times require special written permission from NürnbergMesse.

## 1.3 Responsible use of energy

Energy efficiency is a core value of NürnbergMesse. It is our declared objective to be at the forefront of European trade fair companies in respect of energy efficiency. This is why we are committed to making all necessary resources available to achieve this goal.

Our energy efficiency programmes have to be characterized by a holistic approach involving ongoing improvement, technical development and efficiency of resources. We are continuously reviewing, evaluating and if necessary improving our energy management. We undertake to adhere to all applicable statutory requirements. In addition, we are committed to preventing waste of energy wherever it occurs and at all times and to using the latest environmental, safety and energy-saving technology that is economically feasible.

What can the exhibitor do to help?

- Switch off the stand lighting if there is sufficient daylight or lighting in the exhibition hall.
- When leaving the stand in the evening make sure to switch off the lights.
- Switch off printers, copiers and computers and do not leave them in standby mode.
- Use energy-saving LED lamps and energy-saving equipment and appliances (e.g. fridge with energy efficiency rating A+++)
- Whenever possible, re-close hall doors and gates, or keep them closed (even in summer to save cooling energy).

## 2. Traffic in the exhibition grounds, escape routes, safety equipment

### 2.1 Traffic regulations

All rules concerning the regulation and direction of traffic and any instructions issued by security personnel are to be strictly observed. The provisions of the German Road Traffic Act apply accordingly throughout the exhibition grounds and on all car parks owned by NürnbergMesse. The speed limit within the exhibition grounds is 20 km/h. Vehicle access to the service areas between the halls is not permitted outside the straight lanes, as these areas have basements. Unlawfully parked vehicles, trailers, containers, boxes and empty receptacles of any kind will be removed at the owner's expense and risk. Any instructions issued by NürnbergMesse staff charged with directing and controlling traffic must be observed and relevant information heeded.

Traffic and parking regulations: Parking in the immediate vicinity of the halls and especially in the loading yards and in front of the exits is prohibited for all types of vehicles for the duration of the event. During the assembly and dismantling periods, vehicles may only stop for loading and unloading at the designated parking spots. Vehicle access to the inner yard is not possible at any time. To prevent possible hindrance to the fire service, vehicles are to be removed immediately on completion of this work and can be parked on the designated parking areas. Vehicle access to the loading yards during assembly and dismantling is only possible on payment of a deposit of EUR 100 (exception: trucks of 7.5 t or more during dismantling). The deposit will be refunded if the vehicle leaves the loading yard within

the time limits stated below. Time limits during assembly: 1 hour for loading and unloading cars and vehicles up to 2.8 t. 2 hours for loading and unloading vehicles over 2.8 t. Time limits during dismantling: Vehicle access to the loading yards on the last day of the event is not possible from 13:00 until approx. 1 hour after the end of the exhibition due to delivery of empty containers by the exhibition forwarding agents. Access is possible: 1 hour after the end of the exhibition for cars and vehicles up to 2.8 t. 2 hours after the end of the exhibition for vehicles of 2.8 t to 7.5 t. 3 hours after the end of the exhibition for vehicles of more than 7.5 t. Length of stay: 1 hour for loading and unloading cars and vehicles up to 2.8 t. 2 hours for loading and unloading vehicles from 2.8 t to 7.5 t. 3 hours (extension possible) for loading and unloading vehicles of more than 7.5 t. The exact access times may vary and are notified at the entrance gates.

## 2.2 Escape routes

### 2.2.1 Fire brigade zones, hydrants

Essential fire brigade access routes and unrestricted movement zones marked by no stopping signs must be kept free at all times. Vehicles and objects parked on rescue routes and safety zones may be removed at the owner's cost and risk.

The marked fire-fighting equipment in the halls and outside area are not to be obstructed, obscured or made inaccessible. Wall hydrants are not to be used for filling purposes (e.g. containers, basins etc.).

### 2.2.2 Emergency exits, escape hatches, hall gangways

The escape and emergency routes are to be kept free at all times (see 2.6). Any doors located in escape and emergency routes must be easy to open from the inside over their full width. Escape and emergency routes, exit doors and emergency hatches and their identification markings must not be obstructed, built over, blocked, covered by hangings or rendered unrecognizable.

At no time may the gangways in the halls be restricted by objects placed in or projecting into them. Such gangways serve as escape routes in emergencies!

In the event of contravention NürnbergMesse reserves the right to re-establish the original conditions at the expense and risk of those responsible for the infringement.

Materials required for stand construction or exhibits delivered for immediate display in the stand space may be placed in the periphery of the hall gangway for a short time during the assembly and dismantling phases, provided the gangway widths required for safety reasons are still maintained and logistical interests are sufficiently taken into account. This requirement is regarded as fulfilled if the materials or exhibits are placed in a strip of maximum 0.90 m along the edge of the stand facing the hall gangway. Irrespective of the width of the hall gangway and the goods placed in the gangway, a minimum width of 1.20 m must be kept free for access. The areas in front of emergency exits and the junction areas of the hall gangways are to be kept clear of obstructions over their full width at all times. The hall gangways must not be used to set up assembly areas or machinery (e.g. woodworking machinery, workbenches etc.). The exhibition company may request immediate clearance of all hall gangways for reasons of logistics.

## 2.3 Safety equipment

Sprinklers, push-button fire alarms, fire extinguishing equipment, above-ground, underground or wall hydrants, smoke alarms, fire doors and self-closing doors and gates and other safety equipment, their markings and the green emergency exit signs must be accessible and visible at all times and must not be obstructed or made inaccessible. Exceptions are subject to approval and applications must be sent to NürnbergMesse (Exhibition Technology Departement, for contact details see 4.2) by the specified deadline (see 4.2).

## 2.4 Stand numbering

All stands will be marked with a stand number by the organizer if technically possible.

## 2.5 Security

The general supervision of the halls and outdoor area for the duration of the exhibition is provided by NürnbergMesse. General supervision is also provided during assembly and dismantling times. NürnbergMesse is authorized to carry out the necessary control and security measures.

If a stand security guard is required, this must be ordered by the exhibitor himself using the Online ExhibitorShop (OES). Stand guards may only be provided by the security company appointed by NürnbergMesse.

Prevention of theft:

Incidences of theft in the Exhibition Center Nuremberg are comparatively rare. A continuing need to promote theft prevention measures is necessary to maintain this good reputation. This is achieved by NürnbergMesse through security control and guarding measures. These do not, however, apply to individual stands. Access to the halls during assembly and dismantling times is only permitted on display of special passes. Please support our efforts by observing the following instructions:

1. Assembly: Your stand should not be left unsupervised after exhibits have been delivered following stand assembly. Although halls are locked and guarded on completion of assembly, an additional stand guard is generally recommended, also for the nights during the event. You should certainly lock away valuable goods at night. Safes and lockable display cases can be rented from the ServicePartners. Your stand cubicle can also be supplied with a lockable door (to be ordered on the relevant forms).

2. Dismantling: Do not leave your stand until valuable exhibits have been loaded or handed over to the forwarding agent. Should this not be possible for special reasons, please order a stand guard for the time between the end of the event and the start of dismantling your stand.

3. Opening times: Most thefts occur during opening times. Never leave your stand unattended, not even during the lunch period. Personal articles should be locked away. Especially exhibits liable to theft should be secured, e.g. with thin chains, nylon threads or presented in lockable display cases. The exhibition team and Exhibition Services Team will be pleased to advise on theft prevention matters. NürnbergMesse reserves the right to impose special theft prevention conditions on individual exhibitors. Please also check your insurance against theft. We recommend taking out an exhibition insurance policy. NürnbergMesse appreciates your cooperation.

## 2.6 Emergency evacuation

NürnbergMesse or the responsible authorities may order the closure and evacuation of rooms or buildings for safety reasons. Persons present in these rooms or buildings must comply with this request and evacuate the rooms or buildings via the marked emergency exits. Exhibitors must inform their staff of this procedure or if applicable draw up their own evacuation plans and display these on their stand.

## 3. Technical details and equipment of halls and outdoor area

### 3.1 Hall details

see Instruction Sheet i4.1 "Technical data of halls", and the permissible point loads.

#### 3.1.1 General lighting, power supply, voltage

The general lighting in the halls is 350 – 400 lux measured 1 m above the hall floor; power supply 230 V – 400 V up to 125 A. Higher ratings and special variants are possible on request. Connections up to 63 Amp are protected by Residual Current Devices (RCD). Tolerances to DIN EN 50160.

#### 3.1.2 Compressed air, electricity and water supply

Compressed air, electricity and water for stands are supplied in halls 1 – 12, 3A, 4A and 7A.

### 3.1.3 Communication facilities

Telephone, fax, data and antenna connections to the stands in all halls are ordered from the responsible ServicePartner (for further guidelines and conditions see Telecommunications in the Online ExhibitorShop (OES). Exhibitors may only set up a WLAN (Wireless Local Area Network) if this has been expressly approved in writing by the Exhibition Services Department (for further guidelines and conditions see Telecommunications in the Online ExhibitorShop (OES).

### 3.1.4 Sprinklers

With the **exception** of halls **4A** and **7A**, halls 1 – 12 and 3A are equipped with sprinkler systems. These must have a safety clearance > 1.00 m at the top edge of the stand for fire prevention and insurance reasons. The minimum safety clearance in closed rooms (e.g. conference rooms) is 0.70 m. Smaller clearances must be approved by NürnbergMesse (Exhibition Technology Department, for contact details see 4.2).

### 3.1.5 Heating, ventilation

Heating and ventilation are available in all halls.

### 3.1.6 Failures

Any failures in technical supplies are to be notified to the exhibition team without delay. NürnbergMesse shall not be liable for any losses or damage caused by such failures and due to ordinary negligence.

### 3.2 Outdoor area

The following general provisions (4. Stand construction regulations) shall also apply by analogy for stands erected outdoors.

Stands, structures and special structures (e.g. tents/marquees, stages, show trucks) outdoors must be submitted to NürnbergMesse (Exhibition Technology Department) for approval in good time (see 4.2).

An approved or verifiable structural analysis, true-to-scale floor plans and elevation drawings must be submitted. If the structures outdoors are classified as temporary structures a valid approval (as per accompanying structural specifications [Baubuch]) must be available and the exhibitor/responsible entity must notify the relevant authorities accordingly at least four weeks before erecting the structure.

A copy of the notification to the relevant authority must be submitted to NürnbergMesse by the latest two weeks before the start of the event.

In the event of queries please contact the building inspectorate:

Bauaufsicht Süd  
Bauhof 5  
90402 Nürnberg  
Tel +49 (0) 9 11. 2 31-43 71

The costs for the necessary approval of the temporary structure by the relevant authority will be billed to the exhibitor/stand builder. Generally, excavations and ground anchoring (e.g. ground stakes) are not admissible outdoors.

If you do not comply with these stipulations you will generally be responsible for all loss and consequences in the event of damage to piping and cables (even if you have received special permission from NürnbergMesse). All material brought to the outdoor area must be removed and the area restored to its original state.

## 4. Stand construction regulations

### 4.1 Stand safety

Stands, including all equipment, exhibits and advertising media, are to be constructed with such stability as to pose no danger to public safety and order, especially to life and health.

The exhibitor is responsible for structural safety and must provide proof of this if necessary. Standing construction elements or special constructions (e.g. free-standing walls, tall exhibits and tall decorative elements) that may tip over must be loaded with a minimum

**horizontal equivalent distributed load of  $q_h$ :**

- $q_{h1} = 0.125 \text{ kN/m}^2$  ( $0 < h < 4.0 \text{ m}$ )

- $q_{h2} = 0.063 \text{ kN/m}^2$  ( $h > 4.0 \text{ m}$ )

The reference area here is the respective face area.

The certificates issued for this purpose (verifiable structural analyses) are to be submitted at the request of NürnbergMesse.

In justified cases, NürnbergMesse reserves the right to have the stand safety checked on site by a structural engineer at extra cost. Stabilizing against neighboring stands or existing structures is not permissible.

### 4.2 Approval of stand construction

Assuming that the technical regulations of the respective event (see Info 1) have been observed in the design and construction of the stand, it is still necessary to submit drawings for approval in respect of single storey stand structures with a height of 3.50 m or more.

NürnbergMesse is prepared to check the stand construction drawings submitted if requested by the exhibitor.

Furthermore, all other stand structures, mobile stands, special structures, etc. are subject to approval. See 4.2.3.

For technical approval procedures please contact NürnbergMesse: Exhibition Technology Department  
veranstaltungstechnik@nuernbergmesse.de

Time period for approval process:

Especially in the case of complicated approval processes, e.g. including additional official approval or inspections, please allow a processing time of up to six weeks after the complete documentation has been submitted to NürnbergMesse Processing within two weeks is only possible in exceptional cases providing we have the complete documentation and there is little complexity involved. The period specified applies to the issue of the approval and does not represent the event date. In the following paragraphs we use the phrase "by the specified deadline".

Definition of "approved":

Even if approval has been given by NürnbergMesse, this does not exempt you in principle from adhering to the Technical Regulations, unless a departure from the Technical Regulations was specifically part of the approval process.

### 4.2.1 Inspection and acceptance of structures requiring approval

Dimensioned stand plans to a scale of not less than 1:50 with layout plans, views and if necessary seating plans must be submitted to NürnbergMesse by the specified deadline (see 4.2). The stand construction is not permitted until the plans have been stamped as authorized.

For approval of:

- two-storey stand structures
- outdoor buildings (temporary structures)
- special constructions
- cinemas or lecture rooms larger than 100 m<sup>2</sup>
- performance/stage area
- podium areas and walkable structures from a height of 0.20 m

The following documents must be submitted in German (in duplicate) by the specified deadline (see 4.2):

- Structural analysis to German standards
- Building specification with details of materials to be used
- Items a) and b) are not required if a valid site inspection log/type test is submitted
- Seating plans, if applicable escape and emergency route plan (cinema and lecture rooms)
- Escape route plan with evidence of lengths and widths of emergency routes.

The cost of the approval procedure will be charged to the exhibitor/stand construction company.

### 4.2.2 Vehicles and containers

Vehicles and containers used as exhibition stands in the halls and throughout the exhibition grounds and car parks are subject to approval.

### 4.2.3 Modification of non-conforming components

Stand structures that are not approved and/or do not conform to the technical regulations or the law must be modified or removed by the exhibitor/stand builder if necessary.

If this is not done within the specified deadline, NürnbergMesse is entitled to have the changes made at the expense of the exhibitor.

## 4.2.4 Extent of liability

No claims for damages whatsoever due to negligent action or failure on the part of NürnbergMesse or its subcontractors and ServicePartners will be entertained by NürnbergMesse in respect of loss, damage or impairment of any kind suffered by designs, models or documents submitted, irrespective of the legal basis for such claims.

## 4.3 Construction heights

The construction heights for specific events are shown in the application documents and in Info 1.

## 4.4 Fire prevention and safety regulations

### 4.4.1 Responsibilities

The Nuremberg Public Affairs Office (Ordnungsamt) is responsible for events governed by the Trade Regulations. The technical acceptance of the event is carried out by a representative of the Nuremberg fire brigade, a representative of the Public Affairs Office and a representative of the operator (person responsible for event technology) and if necessary a representative of the organizer.

In all cases of doubt concerning fire prevention matters, exhibitors are recommended to contact the Exhibition Technology Department (see contact details in 4.2).

The trade inspectorate and regulatory authorities, police, fire brigade, the event director or the event equipment director of NürnbergMesse and representatives of NürnbergMesse (Exhibition Technology Department) and the organizer's representatives are entitled to issue instructions as part of safety regulations. Their representatives are to be granted access to the safety equipment and technical facilities at all times.

### 4.4.1.1 Stand construction and decoration materials

All stand construction and decoration materials must conform as a minimum to **B1** as per DIN 4102 or **class B/C s2d0** as per EN 13501-1, i.e. they must have low flammability. The use of materials such as polystyrene, PVC or similar materials that are easily ignited, drip on burning (see Instruction Sheet i4.4 "Building Material Classes") or form toxic gases or large amounts of smoke is prohibited. For safety reasons, load-bearing construction elements may be required to meet special requirements in individual cases (e.g. non-combustible). Decoration materials must at least comply with Section B1 of DIN 4102 or at least Class C of EN 13501-1, i.e. difficult to ignite. A test certificate documenting the building material classes and required properties of the material must be carried at the stand even during assembly and must be kept available for inspection. Decoration materials with a normal combustibility rating may be used in certain areas if the method of installation (e.g. display cabinets) provides adequate protection against catching fire. Sprinkler-compatible decoration materials are allowed for ceilings. A current VdS test certificate confirming the class of building product and sprinkler compatibility of the material used must be available for inspection on the stand during assembly (see Instruction Sheet "Installation of sprinkler-compatible ceiling fabrics"). Cuttings of trees and plants may only be used for decoration purposes in a green condition. Should they dry out during the event and become easily ignited (DIN 4102 B3), they must be removed. Trees should be free of branches up to approx. 0.50 m above floor level. The use of deciduous and coniferous trees is permitted only if they have moist, potted roots. Bamboo, reeds, hay, straw, bark mulch, wood chips or similar materials do not meet adequately meet the above-mentioned requirements and are therefore not permitted. Absorbent natural materials in natural fibers such as jute bags, woven and knitted fabrics or similar do not generally have "low flammability" and may only be used if treated with a suitable flame retardant impregnation.

Construction and decoration materials such as wooden pallets, boxes or baskets whose design and surface properties represent a high fire load are generally not admissible. Any fire protection measures such as treating the surfaces and additional fire-proof coatings must be registered and agreed on beforehand with the Exhibition Technology Department using **Form P2**.

"Flame resistant" properties can be achieved retrospectively for some of these materials by treating them with an approved flame inhibiting agent. A certificate confirming that the material is flame resistant or that impregnation has been carried out in accordance with the regulations must be available for inspection on the stand at all times.

Flame-inhibiting impregnation of materials can be ordered from our ServicePartner Messebau Wörnlein GmbH or another qualified service provider.

Flame-inhibiting impregnation:

Messebau Wörnlein GmbH  
Messezentrum 1  
90471 Nürnberg  
Tel +49 (0) 9 11. 81 74 49-0  
Fax +49 (0) 9 11. 81 74 49-25  
info@woernlein.de

Liability can only be accepted for impregnation if the material to be impregnated is an absorbent natural fiber.

Structurally essential fixings may only be carried out using the fixing items approved for them (e.g. cable ties are not permitted).

### 4.4.1.2 Exhibition of motor vehicles

The exhibition of vehicles must be notified to NürnbergMesse (Exhibition Technology Department) using **Form P2**, stating the number and type of vehicles involved.

For all vehicle types a sufficient number of suitable hand-held fire extinguishers (to EN 3) must be kept in readiness at the exhibition stand. NürnbergMesse GmbH reserves the right to take additional measures.

#### Vehicles with internal combustion engines

The content of vehicle fuel tanks is to be reduced to the amount necessary for driving into and out of the hall (the low fuel warning lamp must be on); the tank cap is to be locked. Powering the vehicles via the starter battery is possible if it can be ensured that no dangerous gases will be produced (e.g. in the case of gel batteries if the contacts are shockproof and the starter motor is permanently isolated from the battery).

Further safety measures such as inertization of the fuel tank, disconnecting the battery and/or posting security guards may be necessary, depending on the event and the vehicle location (e.g. foyer areas, entrances, fire brigade access roads or assembly rooms).

#### Vehicles with electric or hybrid motors

In the case of hybrid vehicles the tank must also be largely empty and closed. In vehicles with electric motors, the drive batteries are to be disconnected from the transmission at the safety switch (main switch). High-voltage batteries have to be disconnected and in a non-critical state.

#### Vehicles with gas-powered engines

In gas-powered vehicles, the pressure vessel must be empty as far as possible. Care should be taken to ensure that a low residual pressure remains in the vessel so that there is no danger of explosive gases forming if air penetrates (see 5.7).

#### Vehicles with fuel cells or alternative drives

Vehicles with fuel cells or other types of drive are considered separately.

However, it should generally be noted that the tank content must be reduced to the amount necessary to drive in and out (the reserve light on the tank display must be on).

### 4.4.1.3 Explosive substances

Explosive substances are governed by the German Explosives Act and may not be exhibited at trade fairs and exhibitions.

### 4.4.1.4 Pyrotechnics

Pyrotechnic demonstrations require approval and must be coordinated with NürnbergMesse (Exhibition Technology Department, contact details in 4.2). If pyrotechnic effects are to be used on the NürnbergMesse grounds, the exhibitor/organizer must obtain approval from the responsible Public Order Office, the Trade Inspectorate and the Nuremberg fire brigade not later than 4 weeks before the actual date of the event. A copy of the

approved application is to be submitted to NürnbergMesse by not later than 2 weeks before the start of the event. The license for the articles is shown on the respective packing unit. Instructions must also be printed on the package in German. Pyrotechnic objects without approval or pyrotechnic objects in Class II, III or IV are not approved. Proof of the holder of the license and certificate of competence is to be submitted to NürnbergMesse (see Instruction Sheet i4.5 "Pyrotechnic displays/activities involving fire hazards").

#### 4.4.1.5 **Balloons and airborne objects**

The use of balloons filled with safe inert gas in the halls and outdoor area must be approved by NürnbergMesse. The use of airborne objects (e.g. drones, helicopters) in the halls and outdoor area of NürnbergMesse is generally prohibited. Any exceptions must be authorized and notified in writing by the specified deadline (see 4.2) before operation to the Exhibition Technology Department (for contact details see 4.2).

#### 4.4.1.6 **Fog machines**

The use of fog machines or hazers is subject to arrangement with NürnbergMesse (Exhibition Technology Department). NürnbergMesse will charge the organizer or responsible entity for the cost of substitute measures if firefighting appliances must be deactivated before operating a fog machine. The organizer and/or person responsible will be charged for the cost of calling out the fire brigade if the fire alarm system is set off without prior consultation with NürnbergMesse. Further information can be obtained from Instruction Sheet i4.6 "Use of fog machines".

#### 4.4.1.7 **Ashbins, ashtrays**

There is a total smoking ban in the halls, stands and empty areas during assembly, dismantling and the trade fair itself. If the smoking ban has been lifted for the stand or parts of the stand (does not apply to assembly and dismantling), an adequate number of ash bins or ashtrays of non-combustible material must be provided and emptied at regular intervals.

#### 4.4.1.8 **Waste and recycling material containers**

Bins provided on the stands for waste and recyclable materials are to be made of non-combustible materials only. These bins are to be emptied regularly and not later than every evening after closing time. Should larger quantities of combustible materials accumulate, these are to be disposed of several times a day. Waste disposal can be ordered at extra cost from the ServicePartners of NürnbergMesse using the Online ExhibitorShop (OES).

#### 4.4.1.9 **Spray guns, solvents**

The use of spray guns and substances and paints containing solvents is prohibited in all halls.

The use of

- combustible liquids
  - materials releasing toxic vapors and
  - substances hazardous to the environment
- is prohibited.

#### 4.4.1.10 **Abrasive cutting and all other work using naked flame**

All welding, cutting, soldering, thawing and abrasive cutting work must be notified to NürnbergMesse in writing for approval before commencement of the work. The approval of this work is granted by NürnbergMesse (Exhibition Technology Department (for contact details see 4.2) in the form of a permit for work involving dust, smoke, welding and heat. The adjacent area is to be adequately protected from hazards during this work. Suitable fire extinguishers and VDS approved fire blankets must be available for use in the direct vicinity. In addition, a fire safety guard can be arranged at extra cost via the Service-CD or online exhibitor shop. Due to the particular risk potential during assembly and dismantling, we recommend designing your stand so that such hazardous work is avoided or can at least be done outside the hall. The authorization can only be issued on time if the relevant application is submitted in good time to the Exhibition Technology Department (for contact details see 4.2).

#### 4.4.1.11 **Empty packaging**

The storage of empty packaging of any kind (e.g. packaging and packing materials) inside or outside the stand, in the halls or in the loading yards is not permitted during assembly and dismantling or during the exhibition itself. Empty packaging is to be removed without delay. Collection and storage can be ordered at extra cost from the ServicePartners of NürnbergMesse using the Online ExhibitorShop (OES).

If the exhibitor does not comply with a request to remove material stored in contravention of the rules or does not remove empty packaging immediately when asked, NürnbergMesse reserves the right to have it removed at the cost and risk of the exhibitor.

#### 4.4.1.12 **Fire extinguishers**

We recommend that at least one fire extinguisher to DIN EN 3 (see Instruction Sheet i4.7 "Fire extinguishers") is available on each stand. Only water or foam extinguishers with an up-to-date test label may be used. Powder extinguishers are only admissible for demonstrations using combustible gases.

It is recommended that, as far as possible, a water or foam extinguisher be used, since if a powder extinguisher is used, there is a risk that adjoining stands may need to be cleaned afterwards as the emerging jet of powder cannot be controlled. These costs will be charged to the party causing the need for cleaning. A fire extinguisher must be available for electrical distribution boxes with a total power rating of 6 kW and up. The size of fire extinguishers is limited to max. 12 kg. Suitable fire extinguishers (kitchens: Class A, B, F, storage areas Class A, B) are to be available at stands with kitchens and storage areas. Suitable tested fire extinguishers can be rented via our ServicePartner Wörnlein (**see 4.4.1.1**). NürnbergMesse reserves the right to charge for used or damaged fire extinguishers taken from wall hydrants.

#### 4.4.1.13 **Equipment and installations requiring registration, inspection and approval**

Demonstrations using naked flames and associated with a considerable level of heat are subject to approval by NürnbergMesse (Exhibition Technology Department, for contact details see 4.2).

We will then coordinate the necessary protective measures with the Nuremberg Fire Service. Such activities include lighting candles and demonstrations of non-electrically powered cooking, grilling, baking and heating appliances. Such actions involving fire hazards must be registered by submitting **Form P2** to the Exhibition Technology Department of NürnbergMesse. The use of liquid gas for such demonstrations is restricted to the usual daily amounts (**see 5.5.1.5**). The same applies to non-electrically powered appliances used for the stand's own supply purposes.

Oil-fired equipment and oil burners are governed by the relevant regulations of the Health & Safety at Work Act. Smoke, exhaust gases and vapors produced during the exhibition must be discharged outside the hall. This work is only to be undertaken by the relevant ServicePartner of NürnbergMesse. Kerosene, gasoline etc. are not to be used for cooking, heating or operating purposes or stored due to their easy inflammability. Please use **Form P2** to register such demonstrations or fuels. Failure to register causes additional work for which you will be billed.

#### 4.4.2 **Stand roofing**

The ceilings of all stands in halls equipped with sprinklers must be of open design to avoid impairing the operation of the sprinklers. Ceilings are regarded as open if not more than 30 % (CEA 4001 S) of each square meter of the ceiling area is closed. This also applies to conference rooms, catering areas and reception rooms. The closed area of single-storey stands is not to exceed 30 m<sup>2</sup>. For closed areas larger than 30 m<sup>2</sup>, a suitable number of sprinklers and, in smoke-monitored halls, differential heat detectors must be installed by the responsible ServicePartner. Exceptions are possible in individual cases. Several ceiling areas up to 30 m<sup>2</sup> in one exhibition stand are possible, provided that there is a minimum distance of 3.00 m between the individual ceiling areas. So as not to exceed the maximum surface area of 30 m<sup>2</sup> when adding up

several ceiling areas, a distance of minimum 1.50 m to the stand limits must be observed. Any reduction of the 1.50 m distance (e.g. to passageways) has to be authorized by the Exhibition Technology Department (for contact details see 4.2).

The ceiling areas must be made of materials that do not drip on burning and conform to at least building product class DIN 4102 (B1) or DIN EN 13501 B-C or of components that are at least fire-retardant (see Instruction Sheet i4.4 "Fire prevention – European classification of building products").

All kitchens and stores must have open ceilings. In exceptional cases, sprinklers, and in smoke-monitored halls VDS-certified differential heat detectors, must be installed by the responsible Service-Partner. Sprinkler-compatible ceiling materials with a current VDS test certificate are admissible.

Installation must be in accordance with VDS. The test certificate on sprinkler compatibility and building material class of the material used must be kept at the stand for inspection during assembly. The fabric covering is to be of 1 layer only and braced horizontally. The fabric covering must not sag (**for two-storey stands see Item 4.9.2 and Instruction Sheet i4.2 "Installation of sprinkler-compatible ceiling materials"**).

#### 4.4.3 Glass and acrylic glass

Only safety glass suitable for the intended purpose may be used. The edges of glass sheets must be finished or protected to reliably prevent risk of injury. Stand components made of glass only are to be marked at eye level.

Wall panels or supports in glass have to be designed to be load-free, i.e. roof structures or similar projecting elements have to be supported on beams or walls and structurally stable, without the loads being carried by glass panes or supports used (including glass cabinets).

Acrylic glass must at least meet the requirements of DIN 4102, B1 or DIN EN 13501, Bs2d0 or Cs2d0 and must not drip on burning (see Instruction Sheet i4.8 "Glass and acrylic glass"). In addition, the acrylic glass must generate minimal smoke (s1 or s2 to DIN EN 13501). Acrylic glass with no limitation of smoke production (s3 to DIN 13501) may only be used in exceptional cases following consultation with NürnbergMesse (Exhibition Technology Department, for contact details see 4.2).

#### 4.4.4 Reception rooms and inner rooms

All reception rooms, lecture rooms, etc. that are closed on all sides (closed rooms) and have no visual or acoustic contact with the hall must be equipped with a visual and acoustic alarm system to ensure that an alarm can be sounded on the stand at any time. This also includes display areas without a clear view of the hall in some parts due to structures or exhibits.

Cubicles, conference rooms, offices and similar "closed" rooms must have a line of sight into the hall via the exhibition stand.

The visual contact should be designed so that when anyone is in the enclosed room they still have an unobstructed view when sitting or standing. A window 0.20 m wide and 0.80 m high is recommended as a suitable size for the field of vision.

If it is not possible to see the hall via the stand (because the view is blocked by structures, etc.), technical measures must be taken to compensate for this.

Such measures are subject to approval and must be notified in advance to the Exhibition Technology Department at NürnbergMesse (for contact details see 4.2).

Lecture rooms etc. with a **floor space exceeding 100 m<sup>2</sup>** require special approval. Seating is to be provided in accordance with § 10 of the Venue Regulations (VStättV) and drawn into an escape and emergency route plan in accordance with § 32.

Inner rooms (rooms that can only be left via other rooms) are not permitted.

#### 4.5 Exits, escape routes, doors

##### 4.5.1 Exits and escape routes

The distance from any point on a stand space to a necessary hall gangway must not exceed 20 m walking distance (§7 VStättV). This also applies to a two-storey stand.

Reception rooms with a floor space exceeding 100 m<sup>2</sup> must have at least two exits to escape routes and these must be positioned opposite each other and as far apart as possible.

The following minimum number and inside widths of escape routes (exits, stairs and corridors) are to be provided:

- up to 100 m<sup>2</sup> room area and less than 200 people

- 1 escape route, 0.90 m wide

- over 100 m<sup>2</sup> room area and less than 200 people

- 2 escape routes, each 0.90 m wide

- more than 100 m<sup>2</sup> room area and more than 200 people:

- at least 2 escape routes each 1.20 m wide

The escape routes are to be marked as per ASR 2.3 (German Workplace Regulations).

It must be possible to open the doors of these exits from the inside in the escape direction at all times during the event and these doors must not protrude into the hall gangway. A suitable recess must be provided in all cases.

##### 4.5.2 Doors in escape routes

The use of swing doors, revolving doors, doors with code locks, sliding doors and other access barriers in escape routes is possible subject to approval of escape routes by the building authority. Stand escape doors that open to the outside must not impair or restrict escape routes and hall gangways. A recess is to be provided.

##### 4.6 Platforms, ladders, stairs, catwalks

Areas generally accessible to pedestrian traffic and directly adjacent to areas 0.20 m lower are to be enclosed by barriers. Barriers, such as protection devices and railings, must have a minimum height of 1.10 m. They must consist of at least a top band, centre band and bottom section. Safety devices must be suitably designed to prevent the risk of objects being placed on them and falling into areas below. If children are expected to be present in the area to be secured, the separation between the parts of the railings must not exceed 0.12 m in any direction.

For platforms, a verifiable structural analysis with load capacities to DIN EN 1991-1-1/NA:2010-12 Table 6.1DE [Cat. C] is to be provided as detailed below and submitted to NürnbergMesse by the specified deadline (see 4.2):

**q<sub>k</sub> ≥ 3.0 kN/m<sup>2</sup>** Perpendicular load for limited use by trade fair visitors.

**q<sub>k</sub> ≥ 5.0 kN/m** Perpendicular load for freely accessible areas and/or unrestricted use.

**q<sub>k</sub> = 1.0 kN/m** Horizontal load at rail height.

Costs will be incurred for the inspection and approval of this special structure and will be billed to the exhibitor/stand builder. Accessible single-level platforms must not be higher than 0.20 m. The area underneath platforms and podiums must not be used for storage. They must be designed to be fire load free. Hollow spaces of platforms with a height of less than 0.20 m, can be excepted from monitoring by the fire alarm system. Hollow spaces of platforms with a height of more than 0.20 m, which accommodate an automatic turntable, or an accumulation of cables and/or electrical distributors, must be monitored by VDS certified smoke detectors. Installation must be done by the NürnbergMesse ServicePartner. Moving parts such as escalators or revolving stages are subject to the prior approval of NürnbergMesse, Exhibition Technology Department (for contact details see 4.2).

Stairs 1.20 m wide have to have handrails on both sides. Stairs more than 2.40 m wide need central handrails.

Ladders, stairs and catwalks must conform to the accident prevention regulations (German DGUV Information 208-016), formerly BGI 694).

##### 4.7 Stand design

##### 4.7.1 Appearance

The exhibitor is responsible for the design of the stand, which must be in keeping with the typical exhibition criteria for the event. Walls bordering visitor gangways should be made more attractive by installing glass showcases, niches, displays, etc. Rear walls of stands that exceed a height of 2.50 m and are adjacent to neighboring stands should have a light, neutral and single color to avoid adversely affecting the design of the neighboring stand. The use of products made by exploitative child labor within the meaning of ILO Convention 182 is prohibited for stand design and equipment.

4.7.2 **Verification of rented area**

The rented area is marked out by NürnbergMesse. Every exhibitor is obliged to obtain information about the location, dimensions and possible structures in this area by visiting the site. The stand limits must be strictly observed. The exhibitor must expect minor deviations in the size of the stand. These are due to variations in the thickness of the stand partition walls and may be up to 5 cm in front and depth. The corners are marked. No responsibility can be accepted for the correctness of the dimensions. The supply points inside the stand space must remain accessible. Any pillars, wall projections, stand partition walls and fire-fighting equipment are part of the allocated stand space.

The supply grid for electricity, compressed air, water and telecommunications is shown on the hall plans sent to exhibitors. The supply ducts are not to be opened by exhibitors or obstructed by stand structures.

The stand boundaries must be adhered to. Lighting fixtures or signs must not project out into the halls from the stand boundaries.

4.7.3 **Interference with building fabric**

Hall parts and technical equipment must not be damaged, soiled or altered in any other way (e.g. drilling, nails, screws). Painting, wallpapering and the use of adhesives are also prohibited. Floor coverings in the stands may only be fixed with double-sided adhesive tape (solvent-free adhesive tape only, e.g. tesafix No. 4964). Any costs caused by failure to comply will be charged to the exhibitor.

Hall parts and technical equipment must not be used to support loads from stand structures or exhibits.

However, hall pillars and supports inside the stand space can be adapted provided they are not damaged and the permissible construction height is not exceeded.

Installations on the hall pillars, walls and technical equipment must be freely accessible. If necessary inspection ports must be provided by the exhibitor building the stand.

4.7.4 **Hall floors**

Carpets and other floor coverings are to be laid so as not to cause accidents and must not extend beyond the stand limits.

All materials used must be removed without trace. Substances such as oil, grease, paint and similar must be removed from the floor immediately. Hall floors are not to be painted or glued. NürnbergMesse reserves the right to pass on the cost of repairing damage to the hall floor and removing soiling to the person responsible.

Carpets and other floor coverings in the exhibition areas have to be flame retardant to DIN 4102 B1 or EN 13501-1 Class C<sub>fl</sub> as a minimum. A certificate verifying the building material class of the material used must be kept at the exhibition stand.

If high-pile carpet or floor coverings are made from synthetic grass, the fire and smoke behavior (according to EN 13501) in combination with the requirements for laying and installation must be taken into account since these floor coverings generally do not meet fire protection requirements. Further requirements regarding the necessary fire behavior are provided in 4.4.1.1. Anchors and fixing of stand structures in the hall floor are not allowed. The fixing of exhibits using floor anchors is only permitted in justified exceptional cases and with the written permission of NürnbergMesse. Exhibitors do not have a right to install and use floor anchors. Applications must be submitted on time (see 4.2) with scale plans showing the location, type of anchor, loading at the anchor and drilled hole diameter plus the number of anchors. The exhibitor must provide written evidence that the exhibit is also stable during operation. Tensile forces at the anchor are not permitted. The number of anchors must be limited to the quantity absolutely necessary. NürnbergMesse reserves the right to lay down the materials to be used for anchors. If unapproved materials are used or if floor anchors are installed without the written approval of NürnbergMesse, these will be removed at the exhibitor's expense (flat-rate repair cost of EUR 250 – net price per floor anchor) and risk by NürnbergMesse. Any heavy-duty anchors, screws or anchor bolts must be removed by the exhibitor or its representative during dismantling; care should be taken to ensure that anchor bolts are twisted out and may not be cut off flush. If this requirement is not

observed, the exhibitor shall be liable for consequential damage. NürnbergMesse is entitled to remove any heavy-duty anchors, screws or bolts left in place at the exhibitor's expense and risk. Stand structures that are not approved, or which do not comply with the Technical Guidelines or the current state of the art, must be modified or removed if required. If this is not done on time, NürnbergMesse is entitled to carry out the changes itself at the exhibitor's expense or to prohibit the use of the exhibits.

4.7.5 **Suspending objects from hall ceilings**

**Use of truss systems**

**Use of lifting equipment**

It is possible to hang objects from the facilities provided for this purpose in accordance with the relevant regulations DGUV Regulation 17 (formerly BGV C1); (see Instruction Sheet i4.9 "Suspension points, trusses and lifting equipment"). This also applies to pre-rig trusses and own ground support.

4.7.5.1 **Provision of suspension points**

The provision of suspension points and modification of suspension carried out exclusively by NürnbergMesse through its appointed ServicePartners. The suspension point will be provided for the exhibitor in the desired position in the space above the stand if structural conditions permit.

The number of possible suspension points in the halls depends on the stand size and the grid of the hall ceiling. The stipulated heights for construction and advertising must be observed. Suspension points incl. installed equipment are to be mounted with a residual clearance of at least 2.50 m below them.

NürnbergMesse checks the feasibility of the desired suspension points using the documents submitted and reserves the right to have the suspension loads and the rig used inspected by a structural engineer. This inspection is subject to a fee, which is charged to the **exhibitor or person ordering** the suspension points.

The maximum vertical structural load capacity of each suspension point is 25 kg (0.25 KN) for halls 1, 2, 3, 4, 5, 6, 7, 8, 9, 10 and 12 and the separation between suspension points in halls 1, 2, 3, 4, 5, 6, 7, 8, 9, 10 and 12 must not be less than 1.00 m.

The maximum vertical structural load capacity of the available suspension points in halls 3A, 4A, 7A and 11 is 250 kg (2.5 KN). Higher loads in the halls 3A, 4A, 7A and 11 are only possible on request and require written approval by NürnbergMesse.

If the ordered suspension point is not below an existing suspension point or under the beams of the hall roof structure, the suspension point will be provided by using a pre-rig. The end of each suspension point (transfer point) is to be notified beforehand to the responsible ServicePartner using the order form.

The use of "bridles" at suspension points in the hall is not permitted on the NürnbergMesse site.

In the case of complex systems (statically indeterminate systems, generally more than single-span girders) a load plan must be submitted showing the total load and all concentrated and section loads. NürnbergMesse GmbH reserves the right to request the installation of load measurement systems for statically indeterminate systems. The load measurement systems are to be supplied, installed and operated exclusively by SAG GmbH. Load measurement systems are provided at extra cost, which will be charged to the exhibitor.

Please note that the use of load cells can reduce the maximum suspension height by up to 50 cm.

4.7.5.2 **Attaching objects to suspension points**

The objects to be suspended (lighting bars, spotlights, projectors, loudspeakers, etc.) may only be mounted by the exhibitor's own skilled staff, approved contractors **or the ServicePartner** in accordance with legal standards in force and current engineering practice. When selecting the skilled personnel on site or the supervising person (coordinator), the provisions of the current guidelines as per DGUV regulation 17 (formerly BGV C1/GUV C1), the DGUV Information Sheet 215-310 (formerly BGI 810) and in accordance with IGWV SQ Q2 (formerly VPLT SR3.0) must be observed. Evidence of the required qualifications must be carried.



When installing lighting trunking systems the associated spotlights and accessories must also be provided with an adequately dimensioned secondary fuse in accordance with the latest engineering practice (DGUV Information Sheet 215-313, formerly BGI 810-3). Further information on approved and non-approved attachment gear, load-bearing lines, load-bearing equipment, fasteners, rope terminations and lifting equipment can be obtained from **Instruction Sheet i4.9 "Suspension points, trusses and lifting equipment"**.

The regulations listed below must also be observed for safety reasons.

The following are prohibited:

- Suspension points used for securing stand components or exhibits (stand components or exhibits must stand securely on their own)
- Suspended constructions with a rigid or non-positive connection to the hall floor (structures with an additional connection to the roof supporting system as a result of suspension points)
- The use of bridle suspension points
- The use of bridle suspension points

Exceptions require the prior written approval of NürnbergMesse.

#### 4.7.5.3 Use of truss systems

The use of trusses, rigs and truss systems is governed by the requirements and implementation instructions of DGUV Regulation 17 (formerly BGV C1/GUV C1), DGUV Information Sheet 215-313 (formerly BGI 810-3) and the industry standard SQ P1. This is independent of the type of use of the trusses, rigs or truss systems, which can be hung, moving or ground-supported. The use of trusses, rigs and truss systems outdoors is governed by the requirements for "temporary structures" (German FlBauR) (Code of practice for design and construction/DIN EN 13814 – Temporary structures and systems for event venues and safety in amusement parks).

For rigs that cannot support the load of a single-span girder (girder/truss on two supports or two suspension points), evidence of structural strength may be requested at the exhibitor's cost. The data sheets must be enclosed for the trusses used. If temporary structures are used, the building permit (Baubuch) must be carried.

#### 4.7.5.4 Use of lifting equipment

The use of lifting equipment (electric chain hoists, manual chain hoists, etc.) is only possible in halls 3A, 4A, 7A and 11 and requires prior approval by NürnbergMesse.

**The use of lifting equipment (electric chain hoists, manual chain hoists, etc.) in halls 1, 2, 3, 4, 5, 6, 7, 8, 9, 10 and 12 is strictly prohibited!**

The use of lifting equipment is governed by the requirements and implementation instructions of DGUV Regulation 17 (formerly BGV C1/GUV C1), DGUV Information Sheet 215-313 (formerly BGI 810-3) and the industry standard SQ P2.

A suitable rope termination (e.g. ring or rope socket) must be provided. Wire rope fasteners (holders, sliders) are only designed for static loads and must not be used in conjunction with lifting gear. Secondary safety devices must be provided for all lifting equipment and slings (polyester round slings) in accordance with the latest engineering practice.

The use of lifting gear must be advised when ordering suspension points!

#### 4.7.5.5 Electric chain hoists

Electric chain hoists may only be used in halls with heavy duty suspension devices (halls 3A, 4A, 7A and 11).

The use of this lifting gear is subject to the Requirements for Electric Chain Hoists in Event Technology (IGVV SQ P2).

The dead weight of the electric chain hoists and dynamic coefficients must be taken account of in the load plan so as not to overload the slinging points.

The contractor must subject the hoists to an annual inspection.

The test certification mark must be affixed to a visible location on the lifting equipment and the test documentation has to be available on site at all times. This inspection does not replace the inspection by an officially appointed expert every four years.

#### 4.7.5.6 Manual chain hoists

Manual chain hoists may only be used in conjunction with heavy-duty suspension devices (halls 3A, 4A, 7A and 11).

Manual chain hoists may only be used in the case of statically determinate systems, i.e. a line load on two hoists or a distributed load on three hoists. The use of manual chain hoists for complex systems is not admissible.

The carrying and load hook of the hoist must be in a perpendicular straight line above the centre of gravity of the load. Winding round the load with the chain (carrier) or guiding the load chain over corners is not admissible.

Loads must always be moved with all attached manual chain hoists at the same time, i.e. there must be as many people lifting at the same time as there are manual chain hoists in use. It must be ensured that the lifting and lowering processes are uniform.

The dead weight of the manual chain hoists and dynamic coefficients must be taken account of in the load plan so as not to overload the slinging points.

#### 4.7.6 Stand partition walls

The stand partition walls are fiber board or plastic-coated walls depending on the event. They are not suitable for mounting heavy objects and have no support function during assembly and dismantling. It may be necessary to erect additional supporting walls at extra cost, which may only be removed on the instructions of the organizer.

#### 4.7.7 Advertising materials, presentations

The lettering on stands and exhibits, company logos and trademarks must not exceed the specified construction height and should create an attractive impression.

Presentations and slow-moving visual and acoustic advertising and musical reproductions are permitted, provided they do not annoy neighboring stands, do not cause congestion in the gangways and do not drown out the public address systems in the halls. The loudness at the edge of the stand must not exceed 70 dB(A). NürnbergMesse can intervene if these regulations are violated and may demand that the items causing the noise are shut down. In the case of show events the provisions of the German accident prevention regulation "Venues and production sites for stage presentations" (DGUV Regulation 17) must be observed.

Shows or product presentations with performance elements must be notified to NürnbergMesse, Exhibition Technology Departement (for contact details see 4.2).

The distribution of printed matter and the use of advertising material are permitted only in the exhibitor's own stand space. Advertising structures inside the stand must not protrude into the gangways or be mounted higher than the approved height. Advertising that contravenes legal regulations or offends against moral standards is not permitted. Advertising packages or advertising material of companies not registered at the event must not be displayed. Exhibits are not to be set up outside the stand limits. Possible advertising offers can be found in the Online ExhibitorShop (OES) under Marketing Services.

#### 4.7.8 Accessibility

The stands must be designed to meet requirements for access by the disabled. Stands and their equipment should also be accessible to people with restricted mobility without needing the assistance of others.

#### 4.8 Outdoor area

See 3.2

#### 4.9 Two-storey stands

##### 4.9.1 Application

Two-storey stands are only possible if authorized by NürnbergMesse. The application must be submitted immediately after receipt of stand approval and by the specified deadline (see 4.2). The necessary application form (**Form P1.1**) is obtainable from the respective exhibition team.

Two-storey stands are not possible in halls 10.1, 11.1 and 12.2.

##### 4.9.2 Regulations on building over stand areas, safety clearances, height of rooms in stands

The maximum height of structures is shown in the Instruction Sheet: Hall details at a glance.

The clear height of inside rooms of two-storey stands must be at least 2.30 m on the ground floor and upper floor.

For fire safety reasons, a sprinkler system must be installed by the responsible ServicePartner BSS to protect the structure.

Stand structures bordering on neighboring stands are to be finished in a light and neutral single color above the height of 2.50 m.

## 4.9.3 Permissible loads/load assumptions

The vertical loads for the ceiling of a two-storey stand inside an exhibition hall must comply with DIN EN 1991-1-1/NA:2010-12 Table 6.1DE [Kat. C] as follows:

- Load required for restricted use by visitors or stand staff for meetings and customer support, i.e. furnished with tables and chairs arranged at random or divided into office cubicles  $q_k = 3,0 \text{ kN/m}^2$  (Cat. C1).
- Load required for unrestricted use as freely accessible display and meeting area or as sales space with or without closely spaced seats:  $q_k = 5.0 \text{ kN/m}^2$  (Kat. C).

The respective option must be clearly identified in the plans submitted for approval.

Staircases and stair landings must always be designed for a load (Cat. T2) of:  $q_k = 5.0 \text{ kN/m}^2$ .

To achieve sufficient longitudinal and lateral stability for two-storey exhibition stands or platforms, a horizontal load of  $H = \sum q_k/20$  ( $q_k =$  vertical load) is required at the height of the floor of the second storey.

For **balustrades and railings**, a horizontal load of  $q_k = 1.0 \text{ kN/m}$  at handrail height (at least 1.10 m) must be applied according to DIN EN 1991-1-1/NA:2010-12 Table 6.12DE.

It must be verified that the permissible loads on the hall floor are not exceeded, e.g. by single supports (see 3.1 Hall data). If required, load-distributing floor panels have to be provided underneath the supports. Service ducts and covers must be covered with floor panels to prevent loads on them.

The proof of stand stability must take into account that floor anchors are not admissible.

## 4.9.4 Escape routes, stairs

The walking distance to the next hall necessary gangway from any accessible point on the top floor of a two-storey stand must not exceed 20 m.

The following minimum number and clear width of escape routes (exits, stairs and corridors) are to be provided:

- up to 100 m<sup>2</sup>: and less than 200 people 1 escape route (clear width 0.90 m)
- over 100 m<sup>2</sup>: and less than 200 people at least 2 escape routes (clear width 0.90 m)
- more than 100 m<sup>2</sup> and more than 200 people at least 2 escape routes (clear width min. 1.20 m)

If the floor space of the upper floor exceeds 100 m<sup>2</sup>, at least two stairs are required. The permissible total escape route from any position to the nearest necessary gangway must not exceed 20 m. The stairs must be positioned opposite each other.

All stairs must conform to DIN 18065.

The necessary stairs and the stairs used for general visitor traffic must have closed steps.

The rise of the stairs must not exceed 0.19 m and the depth of the treads must not be less than 0.26 m.

Winding or spiral stairs are not permitted.

Hand rails must offer a firm grip and be continuous.

The side clearance between hand rails and adjacent parts must be at least 0.05 m.

Stairs of more than 1.20 m width must have handrails on both sides. Stairs more than 2.40 m wide must have central handrails.

## 4.9.5 Building materials

All stand construction and decorating materials must be fire-retardant to DIN 4102 minimum **B1 or** as per EN 13501-1 minimum **class B/C s1 d0**. They must not drip on burning or release toxic gases. In the case of two-storey stands the load-bearing structures, ceilings above ground floor and floor of top floor have to be made of flame resistant materials (to DIN 4102 or EN 13501-1) or flame retardant components as a minimum.

## 4.9.6 Upper floor

If balustrades are necessary on the upper floor, a lip of at least 5 cm must be provided on the floor at the base of the railings to prevent objects rolling over the edge.

Railings and balustrades are to conform to **Item 4.6** and **Item 4.9.3**.

If ceilings above the upper floor are closed design, the requirements for **stand monitoring** as per **Item 4.4.2** must be observed.

In addition to the fire extinguishers available on the ground floor, on the upper floor at least one fire extinguisher (EN3) must be provided ready for use in a prominent position for each stairway.

## 5. Industrial safety, technical safety regulations, technical rules, technical supplies

### 5.1 General regulations

Assembly and dismantling work may only be carried out in accordance with labour and industrial regulations. The exhibitor/stand builder is responsible for operating safety and for compliance with the Occupational Health & Safety and Accident Prevention Regulations on his stand.

### 5.1.1 Damage

The display areas must be restored to their original condition after dismantling. The exhibitor is responsible for any damage caused to the hall ceilings, walls, floors and installations. Stands not dismantled or exhibits not removed by the official deadline for dismantling may be removed and stored by the exhibition forwarding agent at the exhibitor's cost and risk. All damage caused to the halls, hall equipment or outdoor facilities by exhibitors or persons acting on their behalf must be reported to the organizer. Any damage caused to the exhibition grounds, buildings or equipment by exhibitors or persons acting on their behalf shall be remedied by NürnbergMesse at the exhibitor's expense after the end of the event.

### 5.2 Use of tools and equipment

The use of bolt-firing tools and nail guns is prohibited. The use of woodworking machines without sawdust extractors is prohibited. Sawdust extractors or shavings bins must be equipped with automatic fire extinguishing systems or dry standpipes. A suitable fire extinguisher to PG12 DIN EN 3 must also be available.

Rented elevating work platforms may only be operated by qualified persons above the age of 18 years. Proof of qualification to IPAF or DGUV Rules of Procedure 308-008 (formerly BGG 966) must be provided. Drivers must be in possession of driving licences at all times.

Cranes and forklift trucks may only be used by the forwarding agents appointed by NürnbergMesse.

For safety and liability reasons, working platforms etc. may only be requested via our ServicePartner SAG.

### 5.3 Electrical installation

#### 5.3.1 Connections

Each stand to be supplied with electricity receives one or more connections with the necessary supply connection point. The installation of these connections is only to be carried out by the responsible ServicePartner of NürnbergMesse. The layout plan showing the desired position of the connections is to be enclosed with the orders on the order form. Electricity consumption will be charged at a fixed amount for connections up to 20 kW and based on meter readings for connections over 20 kW.

The power supply is available from the start of assembly until the end of dismantling. Other times of availability can be arranged with the responsible ServicePartner. The exhibitor is obliged to protect his supply connection point against damage and accidents.

#### 5.3.2 Stand installation

Electrical installation work on the stand can be carried out to order by the responsible ServicePartner of NürnbergMesse. Installation work after the supply connection point on the stand can be carried out by the exhibitor's own electricians or by approved electrical contractors in accordance with VDE regulations, applicable European regulations and current engineering practice.

## 5.3.3 Installation and operating regulations

The entire electrical installation is to be carried out in accordance with the latest safety regulations of the Association of German Electrical Engineers (VDE) and Accident Prevention Regulations (DGUV Regulation 3, formerly BGV A3). The requirements of VDE 0100, VDE 0100-718, VDE 0128 and ICE Standard 60364-7-711 must be observed in particular.

The exhibitor assumes full liability for damage resulting that may occur due to faulty electrical installations on halls and building parts of NürnbergMesse and on the stands and exhibits of other exhibitors.

Protection with residual current devices (RCD) is mandatory for all power circuits.

A 30 mA RCD is specified as minimum protection for mains sockets and lighting circuits. Another suitable method of protection may be used for special machinery and equipment (frequency converters). The exhibitor is responsible for such measures.

The amount of high- or low-frequency interference with the mains supply must not exceed the limits stated in VDE 0160 and VDE 0838 (EN 50 006 and EN 61000-2-4).

Cables with a cross-section < 1.5 mm<sup>2</sup> are not permitted. Cables with solid conductors must be laid and connected permanently. Flexible cables must be provided with strain relief devices. The minimum specification for all cables used during assembly and dismantling is H07RNF or at least equivalent (VDE 0298). Cables such as H05... or similar may only be used in areas where they are subject to low mechanical loads (VDE 0298). Conductive components are to be incorporated in the precautions for protection against indirect contact (stand grounding and/or equipotential bonding).

Secondary circuits (all cables from the provided electrical connection) must be protected from short-circuit and overload using suitable circuit breakers.

Low-voltage systems may only be operated with safety transformers to DIN EN 61558 (VDE 0570) or 61046/61047 or equivalent. The transformers must be suitable for installation on combustible surfaces and their primary and secondary circuits equipped with protection against overheating, short-circuit and overload.

Bare (uninsulated) electrical conductors are prohibited in low-voltage lighting systems. All terminal connections have to end in a closed box. Flexible cables (and flat cables) must not be laid under floor coverings without protection against mechanical loads.

The electrical installation on the stand may not be taken into operation for the event until it has been accepted and inspected and approved by an authorized person. An acceptance report must be available for inspection on the stand.

## 5.3.4 Safety measures

As a special precaution, all heat-generating electric appliances (hot plates, spotlights, coffee percolators, etc.) are to be mounted on non-combustible, heat-resistant, asbestos-free bases.

Depending on the heat generated, sufficient separation is to be maintained from combustible materials.

Light fittings may only be mounted on non-combustible decorations etc. Spotlights, floodlights, spotlights on luminaire tracks and their supply fittings such as power rails, switch boxes or similar are to be secured individually with wire safety ropes to current standards. The stand lighting must be switched off at night.

Unauthorized modifications to hall lighting such as removing individual fluorescent bulbs is prohibited.

## 5.3.5 Emergency lighting

Additional separate emergency lighting in accordance with VDE 0100-718 is required for stands whose special construction renders the existing general emergency lighting system ineffective.

This is to be designed to ensure safe access to the general escape routes.

## 5.4 Water and waste water installation

Each stand to be supplied with water and waste water drainage receives one or more connections to current standards.

When providing the water connections the inlet is installed with a ½ inch hose and the outlet with a 50 mm pipe. Connections are from the service ducts in the hall floor (position as per hall layout). Within the stand the piping is laid on the hall floor so that its routing can be agreed beforehand with the responsible ServicePartner and the installation height of pipes and cables taken into account as necessary.

All installations inside the stands have to comply with the current regulations and engineering practice (e.g. drinking water regulations and DIN 1988), so as to prevent any lasting impairment of drinking water quality due to the installation and operation of a connection.

These connections may only be installed by the responsible ServicePartner of NürnbergMesse. The layout plan showing the desired position of the connections is to be enclosed with the orders on the order form.

Continuous flow coolers (carbonators) may not be connected directly to the drinking water supply.

It is forbidden to take water from hydrants or other fire extinguishing equipment.

For safety reasons, the water supply is shut off on the last day of the exhibition – usually one hour after closing time!

For more information, guidelines and conditions see Online ExhibitorShop (OES) under Water supply and drainage.

## 5.5 Compressed air and gas installation

### 5.5.1 Compressed air

Each stand to be supplied with compressed air receives one or more connections of the required size. The supply connection point is always fitted with a ball valve or quick coupler.

The installation of these connections is only to be carried out by the responsible ServicePartner of NürnbergMesse.

The layout plan showing the desired connection points is to be enclosed with the orders on the order form.

The amount of compressed air used is included in the connection charge.

Compressed air is available during the official assembly and dismantling period. During the event, compressed air is available from 8:00 until closing time. For safety reasons, the compressed air supply is shut off at all other times.

Compressed air can be provided outside the stated times by arrangement and at extra cost.

### 5.5.1.1 Stand installations

The installation of compressed air lines from the main connection and connections to exhibits inside stands can be ordered from the responsible ServicePartner of NürnbergMesse or carried out by suitably qualified outside contractors.

### 5.5.1.2 Installation and operating regulations

The hoses and fittings used must be rated for a minimum operating pressure of 10 bar and protected against mechanical loads. The hoses must be laid and fixed to allow the smallest possible freedom of movement in the event of an accident – especially at the joints.

### 5.5.1.3 Compressed air cylinders

The large capacity of the supply network means that compressed air chambers/cylinders are not normally required for the operation of exhibits. If compressed air containers are to be used in exceptional cases, they are subject to approval and must be rated for a minimum operating pressure of 10 bar and equipped with fittings tested by the Technical Inspection Authority (TÜV).

The inspection log for the specified initial inspection and regular 5- or 10-year inspections must be available on the stand.

Compressed air containers must pass an acceptance inspection by an authorized person before being taken into operation and the inspection certificate must be available on the stand.

## 5.5.1.4 Compressors

NürnbergMesse maintains a dense network of compressed air outlets with good coverage. Compressors for operating exhibits may only be used on the stands by arrangement with the exhibition team.

Compressors to be operated as exhibits in the halls must conform to the German or equivalent foreign safety regulations and be insulated to ensure that the noise level measured at the edge of the stand does not exceed 50 dB(A). The manufacturer's EC declaration of conformity is to be available at the stand.

The exhibitor is responsible for proper disposal of condensates and solids containing oil and waste oil. Evidence of this is to be available at the stand.

## 5.5.2 Gas

If technical gases are used, the stock held on the stand is to be limited to the smallest amount possible and the container renewed several times a day if necessary.

Storing gas bottles at the stand to meet daily requirements is only possible during the trade fair period and must be registered using **Form P2**. During the assembly and disassembly periods and at night, the gases (and/or compressed gas cylinders) are generally to be stored outside the halls.

Gas bottles must be equipped with approved safety valves and these must be closed at the end of operation. Only a single bottle of combustible technical gases with a maximum filling weight of 5 kg per stand is permitted in the halls. Non-combustible technical gases are limited to max. 14 kg. Only the gas bottle currently connected and in use is allowed on the stand.

If larger amounts of technical gases are required for operating an exhibit, NürnbergMesse will consult the exhibitor, the responsible supervisory authority and the ServicePartners to find a storage facility outside the hall and cover the bottles with a non-combustible ventilated shield to protect against heat radiation. The line to the equipment in operation and the supply line are to use permanent pipes or flexible metal-reinforced hoses. The equipment in operation is to be placed firmly on a large, non-combustible underlay with sufficient separation from heat sources (see Item 5.7.1.1).

An acceptance certificate is to be prepared by the ServicePartner of NürnbergMesse and submitted to the organizer. The specified **instructions for operating the system** must be displayed in a prominent position.

For storage and transport, please refer to **Items 5.6.3 Pressure vessels and 5.7 Use of compressed gases, liquid gases and combustible liquids**.

## 5.6 Machines, pressure vessels, exhaust gas systems

### 5.6.1 Machine noise

The operation of machinery and equipment causing noise is to be limited as far as possible in the interest of all exhibitors and visitors. The noise at the edge of the stand must not exceed 70 dB(A).

### 5.6.2 Product safety

All exhibited products must fulfill the requirements of the Product Safety Act (ProdSG, ProdHG and ProdSV) and the respective harmonized EU regulations. Products not conforming to these requirements must bear a sign in a prominent position stating that they do not conform to the requirements of the above-mentioned act and cannot be purchased until they comply with the statutory requirements (as per §3 section 5 ProdSG).

The relevant manufacturer's declaration of conformity must be available on the stand for products bearing the CE marking.

For demonstrations, the necessary protective precautions must be taken by stand staff. Your attention is also drawn to the Product Liability Act (ProdHaftG).

### 5.6.2.1 Safety devices

Machines and apparatus may only be taken into operation with all safety devices in place. The normal safety devices may be replaced with a safety cover of organic glass or a similar transparent material.

If equipment is not being operated, the safety devices can be removed to show visitors the design and finish of the covered parts. In this case, the safety devices must remain in a clearly visible position next to the machine.

### 5.6.2.2 Inspection procedures

The technical equipment on display will be inspected for accident prevention and safety by the responsible supervisory authority for each exhibition, if necessary with the responsible trade association committees, and checked for compliance with the safety requirements.

The EC declaration of conformity must be available for inspection on the stand to enable the authority to check the CE marking. In case of doubt, the exhibitor should contact the responsible authority at an early stage before the start of the exhibition.

### 5.6.2.3 Ban on operation

NürnbergMesse is entitled to ban the operation of machinery, apparatus and equipment at any time, if such operation is deemed to constitute a hazard to persons and property or adversely affect other exhibitors or the orderly running of the exhibition.

## 5.6.3 Pressure vessels

### 5.6.3.1 Acceptance certificates

Pressure vessels may only be operated on the stand if the inspections stipulated in the Occupational Health and Safety Regulations (German BetrSichV) have been carried out. The associated inspection certificates are to be available at the installed location of the pressure vessel and presented to the responsible supervisory authority on request. Information about the relevant regulations is obtainable from the responsible ServicePartner of NürnbergMesse.

### 5.6.3.2 Testing

A certificate for the structural and water pressure test is not sufficient. This requirement also applies to rented vessels or those manufactured abroad. If notified by the specified deadline (see 4.2), pressure vessels requiring testing can be given an acceptance inspection by the responsible ServicePartner of NürnbergMesse up to the day before the event opens, provided the structural/water pressure test certificate is presented and a fitter is available for this task on the stand. The responsible ServicePartner of NürnbergMesse will answer any inquiries.

### 5.6.3.3 Rented equipment

If the assessment of pressure vessels not manufactured in Germany is not possible in the relatively short assembly period of the exhibition, tested rented vessels are to be used.

### 5.6.3.4 Supervision

The necessary acceptance certificate must be available for the trade inspectorate during the event. Information for specific exhibitions is available from the responsible supervisory authority.

## 5.6.4 Exhaust gases and vapors

Combustible and/or oily vapors and gases emitted by exhibits and equipment that constitute a health hazard or nuisance to the general public must not be discharged into the halls. They must be discharged outside through suitable pipes in accordance with the German Federal Immission Control Act.

Vapors or odors given off by cooking appliances must not be discharged into the hall but have to be removed using an exhaust air system or treated using suitable activated carbon or aerosol separators.

- 5.6.5 Exhaust gas systems**  
Exhaust gas systems are to be approved in writing by NürnbergMesse.
- 5.7 Use of compressed gases, liquid gases and combustible liquids**
- 5.7.1 Compressed and liquid gas systems**  
The storage and use of compressed and liquid gas in the exhibition halls or outdoor area is prohibited unless approved in writing by NürnbergMesse.
- 5.7.1.1 Application to use compressed gas cylinders**  
If liquid gas or other combustible gases in pressure cylinders are to be used for presenting exhibits, written approval must be obtained from NürnbergMesse by the specified deadline using Form P2. In accordance with the relevant accident prevention regulations, compressed gas cylinders must be protected against impact, falling over, unauthorized use and heating up.
- 5.7.1.2 Use of liquid gas**  
See 5.5.2
- 5.7.1.3 Installation and maintenance**  
Liquid gas systems are to be installed and maintained in accordance with the "Technical Rules for Liquid Gas" TRF 2012 (published by: DVGW Deutscher Verein des Gas- und Wasserfaches e.V. and DVFG Deutscher Verband Flüssiggase e.V.) and the "Code of Practice for the Use of Liquid Gas" ZH 1/455 (published by: Hauptverband der gewerblichen Berufsgenossenschaften).
- 5.7.2 Combustible liquids**
- 5.7.2.1 Storage and use**  
The storage and use of combustible liquids (see Health and Safety at Work Regulations (German: BetrSichV), TRBS 2152 and 2153, TRGS 509 and 510 in the halls and outdoor area is prohibited unless written approval has been granted. Approval of the storage and use of combustible liquids can only be granted for the operation or demonstration of exhibits.  
Application on the appropriate form is to be submitted to NürnbergMesse together with the safety data sheet. Please use Form P2 to register such liquids.  
For advertising and decorative purposes empty drums (dummies) are to be used.
- 5.7.2.2 Required storage**  
The quantity of combustible liquids kept on the stand for operation and demonstration purposes must not exceed the amount required for one day. The required quantity is to be stated in the application.
- 5.7.2.3 Storage containers**  
The daily requirement is to be stored in an orderly manner in closed unbreakable containers. It must not be accessible to unauthorized persons. Storage containers are to be kept in non-combustible drip trays.
- 5.7.2.4 Place of storage**  
A strict ban on smoking is to be enforced at the storage location. Suitable signs must be provided. Suitable portable fire extinguishers must be available.
- 5.7.2.5 Conditions for operation**  
Any equipment requiring combustible liquid for operation or demonstration purposes must be provided with non-combustible drip trays under its filling caps and at other points where spillage could occur.  
Any leakages of combustible liquids are to be removed from the drip trays immediately due to the possible fire or explosion hazard and disposed of safely.
- 5.7.2.6 Filling of liquids**  
Filling the liquids is especially hazardous and must be done with great care and caution.
- 5.7.2.7 Empty containers**  
Empty containers used for combustible liquids must not be kept or stored on the stand or in the hall.
- 5.7.3 Fuel pastes and other fuels**  
Heating and cooking appliances using wood, charcoal, gas, combustible liquids or fuel pastes are not allowed in the halls.
- 5.8 Asbestos and other hazardous substances**  
The use of materials or products containing asbestos, or of hazardous building materials and other dangerous substances is prohibited. This ruling is based on the Protection against Hazardous Substances Act (Chemicals Act), Federal Law Gazette (German BGBl) 1, Part 1, page 1703, in conjunction with the Prohibited Chemicals Act (Chem.Verbots V) and the Hazardous Substances Regulations (GefStoff V).
- 5.9 Performance areas**  
Performance areas are areas used for artistic and other performances; areas of less than 20 m<sup>2</sup> used for performances do not constitute performance areas.  
For performance areas of more than 50 m<sup>2</sup> or 200 m<sup>2</sup>, "event equipment directors" must be appointed in accordance with § 39 of the BAVARIAN Venue Regulations (BayVStättV) in conjunction with § 40.
- 5.10. Radiation protection**  
Information about radiation protection can be obtained from the trade associations, local accident insurers and the responsible trade inspectorate.
- 5.10.1 Radioactive substances**  
The handling of radioactive substances is subject to approval and arrangement with NürnbergMesse. According to the Radiation Protection Regulations (StrlSchV), approval is to be applied for from the State Environmental Protection Office and submitted to NürnbergMesse by the specified deadline (see 4.2). If approval already exists, evidence must be provided that the intended handling of radioactive substances in the exhibition grounds is legally permitted.
- 5.10.2 X-ray systems and stray radiation sources**  
The operation of X-ray systems and stray radiation sources is subject to approval and arrangement with NürnbergMesse. The Regulations on Protection against Damage by X-Rays (German RÖV, BGB, I) must be observed. The operation of X-ray systems and stray radiation sources is subject to approval or notifiable in accordance with § 3, 4, 5 and 8 of RÖV. The authority responsible for the exhibition grounds is the Nuremberg Trade Inspectorate and applications must be submitted in writing on time (see 4.2) (see Instruction Sheet i4.11).
- 5.10.3 Laser systems**  
The operation of laser systems is subject to approval and arrangement with the Exhibition Technology Department of NürnbergMesse (see Instruction Sheet i4.10 "Laser systems"). The operation of laser systems is to be notified to the responsible authority in accordance with § 6 of the Accident Prevention Regulation "Laser Radiation" (German DGUV Regulation 11, formerly BGV B2). Notification is to be accompanied by a written order for the appointment of a laser safety officer for operation of the laser system. In addition, the requirements of the Occupational Safety Regulation on Artificial Optical Radiation 2006/25 EC/OSTrV, TROS Laser, DIN EN 60825-1, DIN EN 12254 and in the case of show lasers DIN 56912 must be met. Class 3R, 3B or 4 devices/systems must generally be inspected on site by an officially appointed expert and declared safe before use. A copy of the inspection report is to be submitted to NürnbergMesse.  
When adjusting and operating the laser equipment technical and organizational measures must be taken to ensure that no-one is exposed to laser radiation in excess of the maximum admissible limits. A laser safety officer is to be nominated in writing by the exhibitor. When demonstrating laser devices it must be ensured that no uncontrolled reflected radiation can occur and that the laser and/or projection area is not accessible to anyone. The authority responsible for industrial safety is the Nuremberg Trade Inspectorate (see Instruction Sheet i4.10).

- 5.11 High-frequency equipment, radio installations, electromagnetic compatibility and harmonics**  
 The operation of high-frequency equipment and radio systems is to be approved by the Federal Network Agency. Operation is to be notified to and can only be approved by NürnbergMesse to achieve an even distribution of frequencies and prevent mutual interference as far as possible.  
 The operation of high-frequency equipment and radio systems is only permitted if they comply with the provisions of the Telecommunications Act and the Electromagnetic Compatibility Act (German EMVG).  
 If exhibits are displayed or stand decorations used that involve electric, magnetic or electromagnetic fields, the provisions of the 26th Regulation on the Implementation of the Federal Immission Control Act are to be observed.  
 Sources of strong magnetic fields must be notified to NürnbergMesse specifying the location on the respective stand.  
 The electrical installations of the exhibits and stands are to be designed to prevent unacceptably large interference with the network through harmonics in the exhibition center supply network (see Item 5.3.3).  
 Bundesnetzagentur (Federal Network Agency)  
 Außenstelle Nürnberg  
 Breslauer Straße 396, 90471 Nürnberg  
 Tel +49 (0) 9 11. 9 80-40  
 Fax +49 (0) 9 11. 9 80-41 80  
 poststelle@bnetza.de  
 www.bnetza.de
- 5.12 Cranes, forklift trucks, empty containers**  
 The operation of exhibitors' own cranes and forklift trucks is not permitted. Only equipment supplied by the appointed ServicePartner may be used in the exhibition grounds.  
 The responsible ServicePartners exercise sole forwarding rights in the exhibition grounds, i.e. the delivery of exhibits, stand structures etc. to the stand, incl. provision of any auxiliary equipment and customs handling for temporary or permanent importation.  
 Orders placed with the forwarding agents are subject to the current edition of the General German Forwarding Conditions (German ADSp) and the Forwarding Tariff for Trade Fairs and Exhibitions at NürnbergMesse.  
 Any liability of NürnbergMesse for all risks arising out of the work of the forwarding agents is excluded.  
 The storage of any kind of empty containers on the stands, in the gangways or in free areas not approved as storage areas is prohibited. Empty containers are to be removed to the empties storage location by the forwarding agents approved for the exhibition grounds without delay.  
 Obstructing the fire brigade access roads, wall hydrants, fire doors and escape routes with empty containers or waste is strictly prohibited (see 2.). NürnbergMesse reserves the right to have illegally deposited empty containers removed by the approved forwarding agents at the cost of the exhibitor.
- 5.12.1 Exhibiting heavy and bulky exhibits and machinery**  
 To ensure smooth transport of heavy and bulky items during the assembly and dismantling phase, timely consultation with the responsible forwarders (ServicePartner) is necessary.  
 If your item being delivered measures more than 3.00 m x 2.50 m x 4.00 m or exceeds a total weight of 5.0 t, you must notify the responsible ServicePartner of the forwarding company at least four weeks in advance.  
 If necessary the delivery must be made on the first day of assembly or in special cases during assembly that has been brought forward. This must be agreed in advance with NürnbergMesse.  
 When erecting the exhibits please observe the maximum admissible floor loads in the halls. To avoid excessive foundation pressure concentrated loads have to be distributed via load-distributing floor panels, so that the maximum admissible area loading is not exceeded. Service ducts and covers must be covered with suitable floor panels to prevent loads on them.  
 If floor anchors are needed for the secure presentation of your exhibits, please note the requirements of 4.7.4.
- 5.13 Musical reproduction**  
 According to the legal provisions (Copyright Act), permission is required from the Society for Musical Performance and Mechanical Reproduction Rights (German GEMA) for any form of musical reproduction. Unregistered musical reproduction can lead to claims for damages from GEMA under § 97 of the Copyright Act. Applications and inquiries are to be sent to:  
 GEMA-Bezirksdirektion Stuttgart  
 Key Account Management  
 Herdweg 63  
 70174 Stuttgart  
 Tel +49 (0) 7 11. 22 52-7 94  
 Fax +49 (0) 7 11. 22 52-8 00  
 messe@gema.de  
 www.gema.de  
 Acoustic and visual demonstrations also require approval by NürnbergMesse. Approval is granted on condition that the loudness at the edge of the stand during operation of the system does not adversely affect exhibition operation and other stands and does not constitute a health hazard. In the event of repeated failure to comply with these rules, the power supply to the exhibitor's stand can be interrupted without regard to the associated effects of the power failure. The exhibitor shall not be entitled to claim for direct or indirect damage caused by the interruption of the power supply.  
 It is the responsibility of the exhibitor to provide evidence of compliance with the regulations. Media equipment is to be placed far enough away from the edges of the stand so that interested visitors must enter the stand and do not obstruct visitor traffic in the gangways.
- 5.14 Beverage dispensing systems**  
 Beverage dispensing systems on the stand are to be installed and operated in accordance with the Operating Safety Regulations and DIN 6650-6.  
 Compliance with technical and food hygiene requirements must be demonstrated and may be checked by the Public Order Office. Food hygiene regulation No. 852/2004 dated 29 April 2004 of the European Parliament and Council will apply.  
 Notice of the use of pressurized gas containers must be submitted to NürnbergMesse using Form P2 (see 5.5.2).
- 5.15 Food safety monitoring**  
 The serving of samples for immediate consumption and the sale of food and drinks on the stand must conform to the statutory regulations and the current standards, especially food hygiene regulations.  
 For further information please contact  
 Stadt Nürnberg – Ordnungsamt Lebensmittelüberwachung  
 Innerer Laufer Platz 3  
 90403 Nürnberg  
 Tel +49 (0) 9 11. 2 31-25 24  
 Fax +49 (0) 9 11. 2 31-30 70  
 lebensmittelueberwachung@stadt.nuernberg.de  
 www.ordnungsamt.nuernberg.de  
 Over-the-counter sales of food and drinks (including bar sales) at the event itself are not permitted.
- 5.15.1 Requirements to be met by stand/kitchen facilities**  
 The kitchen facilities absolutely must comply with the following requirements:  
 - Hand-washing facility with running hot and cold water with liquid soap and disposable hand towels must be provided.  
 - Crockery and glasses must be washed with running hot and cold water and/or a dishwasher is to be provided.  
 - Smear-resistant floor coverings, washable wall coverings and storage areas are to be provided in food preparation and storage areas.

- The floors in the work area must be non-slip, flat and impermeable to liquids.
- Effective spittle/sneeze guards must be installed in the food service area.
- Functioning cooling equipment for perishable food
- Install effective exhaust air systems or extractor hoods with active charcoal filters if vapors or odours can be expected when food is being prepared or kept warm.
- Provide suitable number of portable fire extinguishers (to EN3, foam extinguishers or extinguishers for cooking oils and fats). At least one cooking oil/fat fire extinguisher and fire blanket for each cooking area (fire classification F to DIN EN2).

## 5.15.2 **Cooking appliances and food preparation processes** **Cooking appliances**

Cooking equipment (e.g. deep fat fryers, fryers, large frying pans etc.) may only be electric and must be operated under supervision in the halls following notification to NürnbergMesse.

At the end of each day of the event the appliances must be switched off at the mains. The mains switch must be clearly marked EMERGENCY OFF switch.

Cooking appliances and equipment must not be installed in traffic routes at the stand or directly next to hall gangways. A minimum distance of 1.5 m is to be observed. Any exceptions to this must be submitted for approval to the Exhibition Technology Department (for contact details see 4.2).

Deep-fat fryers or similar equipment must not be used in the top storey of multi-storey stands. For fire safety reasons when using deep fat fryers a non-flammable canopy must be provided so that in the event of a hot grease fire there is no effect on the hall sprinkler system.

The maximum filling level is 40 l (filling level of adjacent appliances to be added up). If the maximum level is going to be exceeded this must be discussed with NürnbergMesse beforehand.

## 5.15.3 **Grilling/barbecuing**

Grilling/barbecuing in the halls and outdoor area is allowed subject to the prior written authorization of NürnbergMesse.

If permission is given, only electric grills/barbecues may be used inside the halls and the vapors/smoke must be discharged outside using suitable exhaust systems.

## 5.15.4 **Drinking water**

Drinking water for food preparation may only be taken from drinking water taps. The use of drinking water from the toilets or the sinks dedicated for use by painting contractors is prohibited.

## 6. **Environmental protection**

NürnbergMesse is committed to pro-active protection of the environment. As contractual partner of NürnbergMesse, the exhibitor is obliged to ensure that all binding regulations and standards concerning environmental protection are also observed by his contractors.

### 6.1 **Waste management**

All the following rules are based on the requirements of the Recycling Management Act (German KrWG), the associated implementation provisions and regulations, the "state laws" and "local government by-laws".

The city of Nuremberg has issued a by-law on waste management which governs waste prevention and waste sorting and is binding on exhibitors and organizers.

The exhibitor is responsible for proper and environmentally compatible disposal of waste produced during assembly and dismantling and during the event.

The technical handling of disposal for recycling and removal is solely incumbent on NürnbergMesse or its appointed ServicePartner.

### 6.1.1 **Waste disposal**

According to the principles of recycling management, all unnecessary waste is to be avoided during assembly and dismantling and during the event. Exhibitors and their contractual partners are obliged to effectively contribute to this in every phase of the event. This aim must be pursued by all concerned in the planning and coordination phases. This especially applies to packaging material, advertising material, carpets, disposable stand equipment, empty containers, pallets and disposable crockery.

As a general principle, reusable and environment-friendly materials are to be used where possible for stand construction and operation.

Every exhibitor is responsible for the proper and environment-compatible disposal of his own unavoidable waste.

The following waste disposal options are available to the exhibitor: 1. The exhibitor can make his own arrangements to dispose of the waste outside the exhibition grounds at his own cost. 2. Proper disposal of the waste at extra cost by the official ServicePartner of NürnbergMesse by placing an order using the Online ExhibitorShop (OES).

The disposal of waste in waste containers or in other facilities of the Nuremberg exhibition grounds is expressly prohibited.

Exhibitors are obliged to hand over their stand spaces in a clean condition at the end of the event. This particularly applies to materials left on the hall floor (e.g. remains of adhesive tape etc.).

See **Item 4.7.3**. If a completed and signed order form is not received by the return deadline, NürnbergMesse assumes that the exhibitor will make his own arrangements for waste disposal.

If waste is not or not completely disposed of in this case, NürnbergMesse will appoint the official ServicePartner to perform this work at the cost of the respective exhibitor. The amount of any waste remaining in the halls will be estimated in m<sup>3</sup> and the exhibitor charged for its disposal at the higher official price. The exhibitor shall also ensure that all waste is properly disposed of by the subcontractors, stand construction companies and other partners he has appointed for his stand. Please co-operate – think of the environment!

### 6.1.2 **Hazardous waste**

The exhibitor is obliged to notify NürnbergMesse of waste whose type, property or quantity is especially hazardous to health, air or water, explosive or combustible (e.g. batteries, coatings, solvents, lubricants, paints, etc.) and to arrange their proper disposal by the responsible ServicePartner.

### 6.1.3 **External waste**

Materials and waste not produced in connection with assembly and dismantling or the duration of the event are not to be brought into the exhibition grounds.

## 6.2 **Water, waste water, soil protection**

### 6.2.1 **Oil and grease separators**

The amounts discharged into the waste water network must not exceed the level of pollutants deemed normal for households. If waste water containing oil or grease exceeding these levels is to be discharged, oil and grease separators must be used. If mobile catering units are used, fats and oils must be collected and disposed of separately.

### 6.2.2 **Cleaning, cleaning agents**

The exhibitor is obliged to hand over his stand space in a clean condition at the end of the event. This particularly applies to materials left on the hall floor.

All cleaning work is to be done using biologically degradable products. Cleaning agents containing solvents that are damaging to health are only to be used in exceptional cases as laid down in the regulations.

### 6.3 **Environmental damage**

Environmental pollution/contamination (e.g. through petrol, oil, solvents, paint) is to be reported to NürnbergMesse without delay.