

SERVICE	COMPANY	DEADLINE*
Technical orders		For all technical orders - 4 weeks before start of construction
❖ Electrical installation	Elektro W. Neumann (Halle 4.2 / 5.2) Electronica GmbH (Halle 1)	
❖ Water and compressed air connections	H.J. Lohmar GmbH (Halle 5.2) Apleona Wolferts GmbH (Halle 1 / 4.2)	
❖ Internet and telecommunications	Netcologne GmbH	
❖ Event technology	Neumann&Müller oder UEBERKOPF GmbH	
❖ Freight forwarding	DB Schenker	
❖ Hostesses/service personnel	Staff Direct GmbH	
❖ Plant rental/sale	Effenberger (Halle 1) Scheiermann Eventgestaltung GmbH (Halle 4.2 / 5.2)	
❖ Audio, video, data applications	Xchange Technology Rentals	
❖ Rental furniture	EXPO Mietmöbel Köln GmbH Adexpo GmbH JMT Mietmöbel GmbH & Co. KG Orgatech AG	
❖ Refrigerators, kitchen equipment	Valentin Internationaler Messeservice	
❖ Smoke detectors/ fire extinguishers, sprinkler system	H.J. Lohmar GmbH	
❖ Material impregnation	Heidecke Malerwerkstätten GmbH & Co. KG	
❖ Stand security	VSU Wachdienst Rheinland-Westfalen GmbH (Halle 1 / 4.2) S.E.C. Security Event (Halle 5.2)	
❖ Stand cleaning and waste disposal	Niederberger Gruppe Verwaltungs-GmbH	
<b>Suspensions from the hall ceiling</b>	UEBERKOPF GmbH (Halle 1) Neumann&Müller (Halle 4.2 / 5.2)	6 weeks before start of construction

\* Please note that later orders can lead to surcharges

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<b>Submission of stand plans / modifications</b>	Messe München GmbH	19.04.2022
<b>Electronic press box</b>	NEUREUTER FAIR MEDIA GmbH	Bookable at any time
<b>Co-exhibitor registration</b>	Messe München GmbH	29.04.2022
<b>Order and delivery of print data for advertising space on site</b>	NEUREUTER FAIR MEDIA GmbH	29.04.2022 (for best planning it is recommended to order earlier)
<b>Order and delivery of print data for signage on site</b>	NEUREUTER FAIR MEDIA GmbH	13.05.2022
<b>Exhibitor passes and vouchers for visitor tickets</b>	Messe München GmbH	Bookable at any time
<b>Visitor tracking</b> <ul style="list-style-type: none"> <li>❖ Scan2Lead SMART</li> <li>❖ Scan2Lead SMART including rental tablets</li> <li>❖ Scan2Lead COLLECT</li> <li>❖ Scan2Lead STATION</li> <li>❖ Scan2Lead STATION including a pre-configured rental notebook</li> </ul>	Scan2Lead	Bookable at any time (only applies to Scan2Lead SMART)  Two weeks before the start of the trade fair (for all other Scan2Lead services)
<b>Sponsorship packages</b> <ul style="list-style-type: none"> <li>❖ Gold package</li> <li>❖ Silver package</li> <li>❖ Bronze package</li> <li>❖ Extra Sponsoring</li> </ul> <p>Individual services may be changed for later orders. These will be replaced by equivalent alternatives (consultation with the project group).</p>	Messe München GmbH	07.03.2022 (package as offered in the brochure)  26.04.2022 (with amendments)
<b>Catering</b>	Aramark	4 weeks before start of construction
<b>Parking tickets</b>	W.I.S. Sicherheit + Service GmbH & Co. KG	4 weeks before start of construction

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