

STAND ASSEMBLY AND DISMANTLING DATES AND ACCESS REGULATIONS



8 - 10 February 2011
9 am – 5 pm

The following dates and regulations are binding for all exhibitors.
PLEASE ALSO FORWARD THIS LETTER TO YOUR STAND BUILDERS!

DATES:

Stand assembly	Start:	Friday	04/02/2011	Everyday from 07:00 am until 10:00 pm
	End:	Monday	07/02/2011	07:00 am until 10:00 pm
Stand dismantling	Start:	Thursday	10/02/2011	05:30 pm in the halls continuously
	End:	Friday	11/02/2011	until 10:00 pm

- Work outside these time windows is subject to charge and is only permitted after previous announcement and permit by the project management of LogiMAT, Mr Kazander or Ms Kinzelmann.
- Driving into the fairgrounds is allowed daily according to the stand assembly and stand dismantling timetable (without the last day of the fair, compare page 2).

Information for exhibitors and stand builders!

Due to reasons of safety, the presence of all persons who are not directly involved in compulsorily insurable work, especially minors, shall be prohibited during stand set-up and dismantling work in the halls and in the outdoor exhibition area.

(Excerpt from the General Exhibiting Conditions/Subarea Technical Guidelines, Point 2.1.)

SMOKING INSIDE THE TRADE FAIR HALLS IS STRICTLY PROHIBITED!

ACCESS REGULATIONS:

Vehicles are only admitted to the trade fairgrounds for a limited period of time.

Please observe the following **regulations for access deposits:**

- An entry deposit amounting to **€ 100** applies on every day. This deposit must be paid in **cash** at the check-in area of the truck pool prior to entry the grounds of the Stuttgart Trade Fair Centre and will be refunded at **gate 1**, if you leave on time.
- **Loading and unloading times**

Cars	1 hour
Delivery vans / light commercial vehicles / cars with trailers	2 hours
Trucks	3 hours

If you need more time please contact the local security personnel for approval!



04/02 - 07/02/2011
(Stand assembly)

Cars and trucks

Access to the trade fairgrounds (deposit!) via **gate 2** and the truck pool **check-in**.
Please follow the signs „Anlieferung“.

10/02/2011

(Last trade fair day
with afterwards
stand dismantling)

Delivery vehicles

Access is only granted from 08:00 am to 12:00 am for delivery vehicles on payment of an access deposit of € 100 and only for a delivery period of max. ½ hour.
Between 12:00 am and approx. 06:00 pm the gates are closed.

Dismantling vehicles

All vehicles requiring access to the trade fairgrounds for stand dismantling must go to the **truck pool** and park there.

For access to the Stuttgart Trade Fair Centre

- from approx. 06:00 pm for cars/light commercial vehicles
- from approx. 08:00 pm for trucks

an access permit (deposit!) is required. This permit is issued at the **check-in area**.
The vehicles will be called up from the truck pool according to the trade fair site capacity.

Exception:

Small exhibitor vehicles, which are parked on the exhibitor car park in the outdoor area, will be called up from there directly to the exhibition site and the respective hall courts for dismantling.

11/02/2011

(Stand dismantling)

Cars and trucks

Access to the trade fairgrounds (deposit!) via **gate 2** and the truck pool **check-in**.

BASICALLY THE ACCESS TO THE HALL IS NOT POSSIBLE:

In reasonable cases please apply to the disposition staff by Schenker or the master of the hall.

PARKING:

Free parking spaces for stand construction and dismantling vehicles are **only** available in the area of the truck pool during the stand construction and dismantling period (this applies outside the daily stand construction and dismantling times).

Free parking spaces are also available on the outdoor area of the Stuttgart Trade Fair Centre during the daily hall opening periods. An application for these parking spaces can be submitted to the service personnel at the check-in area where you must pay the entry deposit. In return, you will receive a deposit slip entitling you to park on the outdoor area.

After the loading and unloading activities in the hall yards, you will receive the parking entitlement stamp for your deposit slip at the crossing point from the hall yards to the outdoor area. The deposit will be refunded to you when you leave the Stuttgart Trade Fair Centre at **gate 1**.

Vehicles may not be parked in the truck pool during the period of the exhibition as this area is reserved as an overflow car park in the general parking area and traffic plan.

If required, free truck parking spaces are available elsewhere at the Stuttgart Trade Fair Centre on these days. An application for these parking spaces can be submitted directly to the service personnel at the main gate when entering the Stuttgart Trade Fair Centre. The charge in this case should be paid on the spot in **cash**.

