

nordstil

27.07. – 29.07.2024

The trade fair from A to Z

Last updated: March 2024



The trade fair from A to Z



Accommodations

<https://www.hamburg-messe.de/en/visitors/online-services/hotel-service>

Advanced stand set-up

Advanced set-up is possible on 22 and 23 July 2024 in Halls A1, A3 and A4 for stands that are over 200 m² in size. Starting on 23 July 2024,

advanced set-up is also possible in Halls B1.GF, B1.UF, B2.GF, B3.GF and B4.GF and B7 for stands that are over 200m² in size. Costs per stand and day: 500,00 EUR plus VAT.

If you require advanced set-up, it is essential that you order this in advance through www.serviceshop.messefrankfurt.com

Advertising materials

Exhibitors are supported for inviting customers and promoting the booth.

Use the free voucher codes to invite your customers.

You can download these at <https://exhibitorickets.messefrankfurt.com/atp/en/index.html>

Free digital advertising materials are also available at www.serviceshop.messefrankfurt.com

Advertising plinths and display cases

www.serviceshop.messefrankfurt.com

Contact persons

Responsible Director

Susanne Schlimgen

Phone: +49 69 75 75-61 31

susanne.schlimgen@messefrankfurt.com

Halls A3 and Nordlichter

Alisa Hasenmaier

Sales Manager

Phone: +49 69 75 75-36 11

alisa.hasenmaier@messefrankfurt.com

Halls A1 and A4

Almut Kwetkus

Sales Manager

Phone: +49 69 75 75-55 36

almut.kwetkus@messefrankfurt.com

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Contact persons

B1.GF and B1.UF

Dorothee Schütz
Sales Manager
Phone: +49 69 75 75-36 00
dorothee.schuetz@messefrankfurt.com

B3 and B4

Alexandra Fauth
Sales Manager
Phone: +49 69 75 75-36 01
alexandra.fauth@messefrankfurt.com

Hygiene Officer, advanced stand set-up, advertising podiums and display cases, other organisational questions

Jeanette Schmitt
Project Coordinator
Phone: +49 69 75 75-56 67
jeanette.schmitt@messefrankfurt.com

B1.GF and B2.GF

Leyla Sanli
Sales Manager
Phone: +49 69 75 75-63 31
leyla.sanli@messefrankfurt.com

Other organisational questions

Sevda Obut
Team Assistant
Phone: +49 69 75 75-68 21
sevda.obut@messefrankfurt.com

You will be able to reach your contact persons on location:

Foyer UF Central Entrance (in the area between Hall B1.UF and Hall A1) – this office will be in service from 22 to 29 July 2024:

22 July 2024
from 11:00 a.m. to 6:00 p.m.

23 July 2024
from 9:00 a.m. to 6:00 p.m.

From 24 to 29 July 2024
from 8:00 a.m. to 6:00 p.m.

Phone number for the trade fair team office: +49 40 35 69-85 01

Delivery of exhibits

It is possible to deliver exhibits to the stands starting on 24 July 2024. Please make sure that there is someone at the stand to accept delivery. The hall inspectors and gate guards are not authorised to accept deliveries. Please make sure that you always specify the company name, hall and stand number.

Delivery address for A Halls:

Hamburg Messe und Congress GmbH
Lagerstraße Tor A3 [Gate A3]
20357 Hamburg
Germany

Delivery address for B Halls:

Hamburg Messe und Congress GmbH
Bei den Kirchhöfen, Tor B6 [Gate B6]
20355 Hamburg
Germany

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Electrical connections

www.serviceshop.messefrankfurt.com

Please note: Electrical power is not included in the stand rental fee, and it is not automatically present at your stand. This must be ordered separately from the Shop for Exhibitor Services. If you have any questions, please contact

Exhibitor Services.

Phone: +49 40 35 69-75 75
ausstellerservice@hamburg-messe.de

Electrical installations

Electrical power is not included in the stand rental fee, and it is not automatically present at your stand. Electrical installations must be ordered from the

Shop for Exhibitor Services and are subject to a charge.
www.serviceshop.messefrankfurt.com

Any connections set up by exhibitors themselves must be examined and approved by Hamburg Messe und Congress GmbH.

Event security

Securitas Event + Fair Solutions
GmbH & Co. KG
Fuhlsbüttler Str. 399
22309 Hamburg

Phone: +49 40-35 69-45 87
Fax: +49 40-20 06 142

Exhibitor list / Top Fair / MPM (Mediapackage Manager)

The trade fair magazine Top Fair will be available during the event and can be downloaded in advance at <https://media.topfair.de/en/issues>. All participating companies can also be found via the online exhibitor search on the Nordstil homepage nordstil.messefrankfurt.com or with the Nordstil Navigator App for IOS and Android. The basic entry in Topfair is free of charge for each exhibitor.

The Media Package Manager (MPM) is the marketing control centre for your trade-fair participation: Not only can you enter all relevant information about your company and your products in MPM, but the tool also allows you to manage, edit, and update all these details later on – around the clock on 365 days a year!

MPM transfers your data to the trade show media channels. This way, you gain more visibility and are easier to find – both for your already existing customers and for potential new customers.

You can access MPM via the following link. The registration takes place via the trade fair login.
<https://mediapackage.messefrankfurt.com>

Do you have questions about the entry in the event media?
Messe Frankfurt Medien und Service GmbH
Telefon +49 69 75 75-51 31
Telefax +49 69 75 75-69 26
mediapackage.nordstil@messefrankfurt.com
<https://mediapackage.messefrankfurt.com>

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Exhibitor passes

Every exhibitor will receive a number of exhibitor passes in accordance with the size of their stand:

- Up to 20 m²: 2 exhibitor passes
- 20 to 30 m²: 3 exhibitor passes
- 30 to 40 m²: 4 exhibitor passes
- Stands 40 m² and over –
1 additional exhibitor pass for each additional 20 m²

These exhibitor passes include an allocation of free one-day passes. Here's how you can calculate how many free one-day passes you are entitled to:

Number of event days x exhibitor passes (based on the size of your stand) = free one-day passes

You can create personalized exhibitor passes in the Ticket Services for Exhibitors portal.

The allocation of free passes is automatically assigned to your stand, and is displayed in the Ticket Services for Exhibitors portal. You can access the portal at www.exhibitortickets.messefrankfurt.com

Here, you can generate the exhibitor passes that you need.

Please note that exhibitor passes must be personalised when they are generated.

Exhibitor passes are invoiced according to the actual number of one-day passes used. If your full allocation of free one-day passes has been used, after the event we will invoice you €5.95 for each additional one-day admission.

Fire and safety regulations

- Fire alarms and hydrants must be freely accessible at all times.
- All stand decoration must be flame retardant in accordance with DIN 4102 / EN 13501. To this end, make sure that you have documentation on hand demonstrating that the materials used have been treated in accordance with fire and safety regulations.
- The use of straw, branches or needles of pine/fir/spruce or other similar

materials is prohibited.

- Open fires at stands are prohibited. Lit candles are not permitted.
- Aisles, corridors and stairwells are escape routes; no empty packing may be placed there.
- Consoles, shelves, display cases etc. cannot extend beyond the stand area into the aisles or corridors.
- All installations (gas, water, electricity) must be performed by specialists who are authorised to work on the

exhibition grounds.

- Every exhibitor must have suitable extinguishing agents (fire extinguishers) at their stand to fight any fires that might start.

The instructions of the organiser and of the venue operator are to be followed.

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Floor covering

Floor coverings are obligatory. These can be ordered from

www.serviceshop.messefrankfurt.com

Food services and catering

The following company has sole responsibility for catering and food services throughout the exhibition grounds:

Käfer Service Hamburg GmbH
Ludwig-Erhard-Straße 18
20459 Hamburg
Germany

Phone: +49 40 35 69-32 17
catering-hamburg@feinkost-kaefer.de
www.feinkost-kaefer.de

Freight forwarder

Kühne + Nagel (AG & Co.) KG
KN Expo Service
Messeplatz 1
20357 Hamburg

Phone: +49 40-30 33 32 800
Fax: +49 40-30 33 32 828
exposervice.hamburg@kuehne-nagel.com
kuehne-nagel.com

Freight forwarding services can be ordered from
www.serviceshop.messefrankfurt.com

GEMA

Please note that you must pay the applicable GEMA fees if you play music at your stand.

www.serviceshop.messefrankfurt.com

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General Terms and Conditions

The General Terms and Conditions of the organiser (Messe Frankfurt Exhibition GmbH) and the rules, regulations and technical guidelines of Hamburg

Messe und Congress GmbH shall apply; these can be found online at www.nordstil.messefrankfurt.com

Hamburg Messe und Congress GmbH

Venue operator:
Hamburg Messe und Congress GmbH
Messeplatz 1
20357 Hamburg

Phone: +49 40-35 69-21 21
Fax: +49 40-35 69-69 21 21

Hotels

<https://www.hamburg-messe.de/en/travel/accommodation>

Internal rules and regulations

The internal rules and regulations of HMC shall apply for Nordstil. HMC is entitled to enforce its internal rules and

regulations. This is done by authorised representatives with special IDs. HMC's authorised representatives are

to be granted access to all areas in use for Nordstil for the performance of these duties.

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Internet access

Hamburg Messe und Congress GmbH offers WiFi access for all events.

You can book your desired internet tariff at www.serviceshop.messefrankfurt.com

Opening times

Saturday and Sunday, 27 and 28 July 2024 from 9:00 a.m. to 6:00 p.m.
Monday, 29 July 2024 from 9:00 a.m to 5:00 p.m.

The event is open to exhibitors starting at 8:00 a.m. Every stand must be occupied throughout the opening hours of the trade fair. Non-compliance with this regulation disrupts the running of the

event and can result in exclusion from future trade fairs. This applies in particular to the delayed opening and premature closing of the stand.

Organiser

Messe Frankfurt Exhibition GmbH
Postfach 15 02 10
60062 Frankfurt am Main

Phone: +49 69 75 75-68 21

nordstil@messefrankfurt.com
www.nordstil.messefrankfurt.com

Pallet trucks

The use of electric pallet trucks without an operator's seat for loading and unloading vehicles, delivering supplies and for stand set-up is permitted. They

may only be operated at walking speed. However, the use of electric pallet trucks with an operator's seat is prohibited. Hamburg Messe und

Congress GmbH reserves the right to prohibit the use of electric pallet trucks on the exhibition grounds.

Paramedics / emergency physician

Through:
Hamburg Messe und Congress GmbH
Messeplatz 1
20357 Hamburg

Phone: +49 40-35 69-66 66

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Parking for exhibitors

Parking passes are only required during the trade fair times and can be ordered from www.serviceshop.messefrankfurt.com. A deposit is required in order to drive onto the exhibition grounds during the

set-up period (please see the Traffic Guide). Use of the multi-storey car parks at Hamburg Messe is subject to a fee. The fees for parking in the multi-storey car parks are as follows:

For the first hour or part thereof: €2.00
Each additional hour: €2.00
Maximum daily fee: €16.00

Partition walls

The Kanya partition walls included in the stand rental price are installed automatically. If you do not wish to have these walls, please send an email to: Standtrennwaende.nordstil@messefrankfurt.com

If you decide you do not want these walls after they have already been installed, you will be invoiced separately to cover the costs of removal.

Premature stand dismantling

Dismantling stands ahead of time will result in exclusion from future trade fairs!

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Set-up and dismantling times

Regular set-up (in all halls):

Wednesday 24 July 2024, from
7:00 a.m. until midnight (12:00 a.m.)
Thursday, 25 July 2024, from
7:00 a.m. until midnight (12:00 a.m.)

Friday, 26 July 2024, starting at 7:00
a.m. continuously (after 6:00 pm only
within the stand area)

You must comply with the rules and
regulations for set-up times. Your stand
set-up must be completed before the
trade fair opens.

Dismantling

From Monday, 29 July 2024 at
5:00 p.m. until Tuesday, 30 July
2024 at midnight (12:00 a.m.)
Dismantling stands before this
time will result in exclusion from
future trade fairs!

Shop for Exhibitor Services

The Shop for Exhibitor Services is the
electronic ordering system for all ser-
vices and ancillary services.

www.serviceshop.messefrankfurt.com

Stand builders

Messe Frankfurt Medien
und Service GmbH
Fairconstruction
Ludwig-Erhard-Anlage 1
60327 Frankfurt am Main

Phone: + 49 69 75 75-66 66
Fax: + 49 69 75 75-65 28
fairconstruction@messefrankfurt.com
www.fairconstruction.messefrankfurt.com

Stand cleaning

www.serviceshop.messefrankfurt.com

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Stand construction regulations

The technical guidelines of Hamburg Messe und Congress GmbH shall apply. You will find these online at www.serviceshop.messefrankfurt.com under "Downloads".

The minimum height of the stand construction is 2.50 m. The part facing the neighboring stands above 2.50 m is to be designed with neutral surfaces (white or light gray).

For constructions 3.50 m in height or taller it is necessary to request the approval of the neighbouring stand.

The documentation is to be submitted to Hamburg Messe's Event Engineering Department [Messetechnik].

Your contact person is:
Mr. Gerrit Strauch
Phone: + 49 40 35 69-25 18
ops@hamburg-messe.de

If you use open fire at your stand in the form of candles/lanterns etc., please inform Mr. Gerrit Strauch via e-mail (ops@hamburg-messe.de).

Stand decoration that extends beyond this height is not permitted. The impairment or disruption of other stands is prohibited.

The specified stand construction measurements must be complied with; you may not infringe upon the required 3.00 metre width of the aisles and corridors.

If you make use of the partition walls provided by the organiser free of charge, please note that these walls, which are 4 cm thick, must be positioned on your stand area in their entirety, reducing the interior area of your stand accordingly.

Should your neighbours also require partition walls, these partition walls will be shared with your neighbour; as a result, each wall will only protrude into your stand by 2 cm.

Stand equipment and furnishings

The stand rental price includes undecorated partition walls. Other furnishings (e.g. tables, chairs, spotlights, carpeting etc.) are also

available for a fee and can be ordered from www.serviceshop.messefrankfurt.com

Stand security

www.serviceshop.messefrankfurt.com

Stand signage

Uniform stand number signs will be posted at all stands by the organiser free of charge.

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Sub-rental

Exhibitors can also be permitted to take part in the events as joint stand participants.

Joint stand participants are exhibitors with their own personnel and offering their own products at a joint exhibition stand rented by a joint stand organiser.

Joint stand participants are subject to

the same participation terms as the joint stand organiser. When joint exhibition stands are approved, stand confirmation is only sent to the joint stand organiser. The joint stand organiser is the sole contracting party of Messe Frankfurt. If a participant is allowed to share a stand without the consent of Messe Frankfurt, the latter is entitled to terminate the contract

with the joint stand organiser without notice and to have the stand cleared at said organiser's expense.

You can register joint stand participants online at www.standspace.messefrankfurt.com

Suspensions from the ceiling

www.serviceshop.messefrankfurt.com

Suspension points

www.serviceshop.messefrankfurt.com

Temporary staff

Temporary staff can be ordered from Hamburg Messe und Congress GmbH's service partner:

Securitas Event + Fair Solutions GmbH & Co. KG
Fuhlsbüttler Str. 399
22309 Hamburg

Phone: + 49 40 73 32 25 96
info.event-nord@securitas.de
www.alsterwacht.de

Theft

Your stand is not insured against theft.

If you are the victim of a theft, please report this to your hall inspector.

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Trade fair address

Hamburg Messe und Congress GmbH Phone: +49 40-35 69-21 26
Messeplatz 1 Fax +49 40-35 69 21 21
20357 Hamburg

Transportation

The Traffic Guide shall apply. www.serviceshop.messefrankfurt.com
You can find the guide at under "Downloads".

Voucher codes (for your customers)

As a one-time offer for Nordstil Summer 2024, every exhibitor will receive an unlimited number of free voucher codes. These voucher codes can be ordered from www.exhibitortickets.messefrankfurt.com

Waste disposal

Waste is to be avoided wherever possible, and you are responsible for disposing of the waste you generate.
www.serviceshop.messefrankfurt.com

Please note that any waste/rubbish placed outside the stand before, during and after the event will be disposed of at your expense. For materials that were

not registered and/or that remain in the hall after you have left your stand, an increased fee, depending on the type of waste, per m³ or part thereof will be charged.

The disposal of special waste will be invoiced in accordance with the expense incurred.

Please note that the disposal of the protective foil of your carpet is not included in the price. For this purpose, please order waste bags, lightweight packaging (Grüner Punkt) in the service store.

www.serviceshop.messefrankfurt.com

Water supply

www.serviceshop.messefrankfurt.com

Messe Frankfurt GmbH
Ludwig-Erhard-Anlage 1
60327 Frankfurt am Main
Phone: +49 69 75 75-0
Fax: +49 69 75 75-64 33
www.messefrankfurt.com