

**Messe Friedrichshafen GmbH**  
 Postfach 2080, 88010 Friedrichshafen  
 Neue Messe 1, 88046 Friedrichshafen  
 Germany  
 Phone: +49 (0) 75 41/7 08-0  
 Fax: +49 (0) 75 41/7 08-1 10  
 E-Mail: [aero@messe-fn.de](mailto:aero@messe-fn.de)  
[www.aero-expo.com](http://www.aero-expo.com)



#weareGA

**The Leading Show  
 for General Aviation**

**July 14 – 17, 2021**

**Friedrichshafen, Germany**

## Application form

Company:
Street (no P.O. Box):
City/Zip:
Country:
Company head or director: (full name)
Telephone (central):
Company e-mail:
Website:

Official in charge (full name):
Function/Position:
Telephone (direct-dial):
Mobile:
E-Mail:
Invoice address: (if deviating from exhibitor address)
E-Mail Invoice address:
VAT-ID-NO:

Exhibitor of AERO Friedrichshafen 2020

### You registered as an exhibitor at AERO Friedrichshafen 2020?

Register to AERO Friedrichshafen 2021 until February 15, 2021 and save your participation fee of the previous year\*!

\*Exceptions are deviations of the stand allocation for technical reasons of the project management. More discounts please check Special Conditions of Participation point 3.2

### Exhibiting goods (product category and specification):

---



---



---

### Stand dimensions:

Width:                      m x Depth:                      m =                      m<sup>2</sup>

### Category 1: Other exhibitors\*

Minimum stand size: 9m<sup>2</sup>, \*Please see Special Conditions of Participation

Terrace Stand (1 open side)	Corner Stand (2 open sides)	Two corner Stand (3 open sides)	Island Stand (4 open sides)
Hall	115.00 €/m <sup>2</sup>		
Static Display	85.00 €/m <sup>2</sup>		

### Category 2: Aircraft exhibitors

Minimum stand size: 60m<sup>2</sup>

Hall	62.00 €/m <sup>2</sup>
Static Display	52.00 €/m <sup>2</sup>

### Important Deadlines:

#### Deadline for installations and special construction requests:

until 06/18/2021

#### Stand set-up:

from 07/07/2021, 7:00 a.m.

#### Stand dismantling:

from 07/17/2021 5:00 p.m.  
 until 07/20/2021 8:00 p.m.  
 at the latest

### Additional costs:

Co-exhibitors' charge:	300.00 €
AUMA contribution:	0.60 €/m <sup>2</sup>
Waste disposal fee:	1.00 €/m <sup>2</sup> up to 80m <sup>2</sup> 80 € overall
Media entry fee: (Your presence in guide and website)	185.00 €

Data protection: We wish to advise you that personal data are stored, processed and used (inclusive of transfer to service providers, newsletter) for the purpose of contract performance.

With my signature, I confirm the binding registration for the AERO 2021 and the applicability of the above mentioned conditions (Special Conditions of Participation, General Conditions of Participation, Technical Guidelines, General Regulations and Data Regulations).

The participation fee is only for the raw stand space. All prices are net prices.

**Not included are e.g. stand construction, floor covering, partition walls, electricity and water-connection and consumption, custom fees for exhibiting aircraft from non-EU countries etc.**

All other services need to be ordered online via our Online Service Center (OSC). Landing fees and other operating costs are not included in the booth fees and will be charged separately.

Please note the Special Conditions of Participation in the Annex – they are an integral part of this contract.  
 The following conditions are also part of this contract: General Conditions of Participation, Technical Guidelines, General Regulations.  
 All of the above mentioned documents can be found under [www.messe-friedrichshafen.com/exhibiting-guidelines](http://www.messe-friedrichshafen.com/exhibiting-guidelines). Upon request by the exhibitor, these conditions will be sent as hard copy.

**Place:** \_\_\_\_\_

**Date:** \_\_\_\_\_

**Company stamp/  
 Signature:** \_\_\_\_\_



With main exhibitor:
Company:
Street (no P.O. Box):
City/Zip:
Country:
Company head or director: (full name)
Telephone (central):
Company E-Mail:
VAT-ID-NO:

Official in charge: (full name)
Function/Position:
Telephone (direct-dial):
Mobile:
E-Mail:
Website:

Exhibitor of AERO Friedrichshafen 2020

Invoice address: Co-exhibitor (see left)  
 Main exhibitor

**Exhibiting goods (product category and specification):**

---



---



---

Co-exhibitors are companies that are represented at the stand of the main exhibitor with their own product and their own personnel. Companies within groups and subsidiaries count as co-exhibitors.

**Co-exhibitors' charge:**

**Participation fee per co-exhibitor\*:** 300.00 €

\*please see Special Conditions of Participation (attached)

**Media entry fee:** 185.00 €

(Your presence in guide and website)

Landing fees and other operating costs are not included in the booth fees and will be charged separately. All prices are net prices.

**Important Deadlines:**  
**Deadline for installations and special construction requests:** until 06/18/2021  
**Stand set-up:** from 07/07/2021, 7:00 a.m.  
**Stand dismantling:** from 07/17/2021 5:00 p.m. until 07/20/2021 8:00 p.m. at the latest

Please note the Special Conditions of Participation in the Annex – they are an integral part of this contract.

The following conditions are also part of this contract: General Conditions of Participation, Technical Guidelines, General Regulations. All of the above-mentioned documents can be found under [www.messe-friedrichshafen.com/exhibiting-guidelines](http://www.messe-friedrichshafen.com/exhibiting-guidelines). Upon request by the exhibitor, these conditions will be sent as hard copy.

Data protection: We wish to advise you that personal data are stored, processed and used (inclusive of transfer to service providers, newsletter) for the purpose of contract performance.

With my signature, I confirm the binding registration for the AERO 2021 and the applicability of the above mentioned conditions (Special Conditions of Participation, General Conditions of Participation, Technical Guidelines, General Regulations and Data Regulations).

**Confirmation of Main Exhibitor:**

As main exhibitor we confirm the participation of above co-exhibitor

**Place:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Place:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Company stamp/  
 Signature:** \_\_\_\_\_

**Company stamp/  
 Signature:** \_\_\_\_\_

Signature is only needed in case main contact is not copied in registration email.

# Special Conditions of Participation

## for the 29. Edition of AERO Friedrichshafen 2021



### Definitions

**MFN:** Messe Friedrichshafen GmbH shall hereafter be referred to as „MFN“.

**OSC:** Exhibitors receive an access code for the Messe Friedrichshafen Online Service Center (hereafter referred to as „OSC“) upon stand allocation. Media features as well as technical and organizational orders must be executed via the OSC.

**General Conditions of Participation** available at: [www.messe-friedrichshafen.com/exhibiting-guidelines](http://www.messe-friedrichshafen.com/exhibiting-guidelines)

## 1. General event information

### 1.1 Opening times

The AERO will take place from July 14, 2021 until July 16, 2021 from 9:00 a.m. to 6:00 p.m., and on July 17, 2021 from 9:00 a.m. to 5:00 p.m.

The right to alter the opening times due to serious reasons is reserved. Changes will be announced in good time. Access for exhibitors: 1 hour before start of the exhibition.

### 1.2 Set-up and dismantling times

#### 1.2.1 Set- up times

Wednesday,	July 07, 2021	07:00 a.m. to 08:00 p.m. in the halls <b>A2, A3, A4, A5, A6 and Static Display</b>
Thursday,	July 08, 2021	07:00 a.m. to 08:00 p.m. in the halls A2, A3, A4, A5, A6 and Static Display
Friday,	July 09, 2021	07:00 a.m. to 08:00 p.m. in the halls A2, A3, A4, A5, A6, <b>B5</b> and Static Display
Saturday,	July 10, 2021	08:00 a.m. to 06:00 p.m. in the halls A2, A3, A4, A5, A6, <b>A7, B5, Foyer East,</b> and Static Display
Sunday,	July 11, 2021	08:00 a.m. to 06:00 p.m. in the halls A2, A3, A4, A5, A6, A7, Foyer East, B5 and Static Display
Monday,	July 12, 2021	07:00 a.m. to 10:00 p.m. in the halls A2, A3, A4, A5, A6, A7, Foyer East, B5 and Static Display
Tuesday,	July 13, 2021**	07:00 a.m. in the halls A2, A3, A4, A5, A6, A7, Foyer East, <b>Foyer West,</b> B5 and Static Display non-stop till
Wednesday,	July 14, 2021	09:00 a.m.

\*\* From Tuesday July 13, 2021, 08.00 p.m., build-up work will be restricted to the stand itself. All vehicles shall be removed from the halls by 08.00 p.m. Advanced set-up has to be approved by the project management.

#### 1.2.2 Dismantling times

July 17, 2021, 05:00 p.m. – July 20, 2021, 08:00 p.m.

Early dismantling is not permitted. Please note the information in the General Conditions of Participation.

#### 1.3 Additional deadlines

Registration requested by February 15, 2020.

- 1.4** After admission, all services may be ordered via the OSC. You will receive the access code for service orders and media entries with the acceptance documents per E-Mail.
- 1.5** Vehicle entry regulations: Exhibitors may access the fairground of AERO 2021 during set-up and dismantling time without entry passes and deposit fee. This regulation is only practicable if trucks leave the fairground after uploading, the latest after three hours.
- 1.6** Stand parties after the close of the trade show must always be approved by the project management and must be registered via the OSC. MFN reserves the right to charge a fee for additional required security and cleaning.
- 1.7** Stand construction requirements: Entirely closed walls are not allowed for island and two corner stands; the longer side can be closed maximum half side. Stand constructions, which exceed the maximum height of 3.50 m and special constructions have to be sent with a hall map marked with dimensions to the project management by June 18, 2021 ([aero@messe-fn.de](mailto:aero@messe-fn.de)) for approval. Ceiling suspensions also have to be approved.
- 1.8** The hall floor is made of rare asphalt. Colour defects are possible (Re-colouring is not possible). The use of floor covering is mandatory and not included in the participation fee.
- 1.9** Direct sales of products and services is generally permitted. All offered products and services must be declared with price tag. The prices must include German V.A.T and all additional costs.

- 1.10** Wi-Fi: MFN has its own Wi-Fi, which exhibitors and visitors can log onto. Exhibitor's own Wi-Fi must be registered and comply with specific conditions. Registration and prerequisites can be accessed via the OSC.
- 1.11** GEMA: exhibitors must register the use of copyright music, videos or movies with the German authority GEMA. Registration forms are available at [www.messe-friedrichshafen.com/exhibiting-guidelines](http://www.messe-friedrichshafen.com/exhibiting-guidelines).
- 1.12** Catering: MFN has official exclusive contract partners for catering and beverage service addresses can be found via the OSC. Any other company must be registered with MFN. The fee for external caterers is 100.00 €/vehicle per day. A corresponding permit must be requested at the project management.
- 1.13** Guarding/ Liability: MFN does not assume any obligation to exercise proper care of exhibits, stand fittings and objects which are the property of the stand personal and exhibitors. Stand guarding can be ordered via the OSC.
- 1.14** Use of operations equipment: for logistic and safety reasons, the use of cranes, forklifts and lifting platform/ hydra ladders is exclusively limited to the official contract partners of MFN. These services can be ordered via the OSC.

## **2. Registration and acceptance**

Registration (participation and stand order placement) for AERO 2021 is made by using the registration form, which must be completely filled out and signed as legally binding. This registration is an offer of a contract, which requires acceptance by MFN. Submission of the registration form shall not constitute a claim for acceptance. The written participation of MFN with disclosure of the allocated stand (stand confirmation) and the accompanying participation fee invoice shall be considered as admission to AERO 2021. If the content of the stand confirmation differs from the content of the exhibitor's registration, the contract shall take effect in accordance with the stand confirmation, **unless the exhibitor objects in writing within two weeks.**

## **3. Participation fee / Exhibitor passes**

- 3.1** The participation fee includes the provision of the exhibition location, a certain number of exhibitor passes, exhibitor and stand service by the project management, provision of the exhibition's in-house information systems, target group-specific marketing of the AERO 2021, hall security, cleaning of the halls and complimentary promotional material for the exhibitor's own visitor advertising. The fees pertain to the entire duration of the exhibition. The acceptance of co-exhibitors must be approved by MFN.

### **3.2 Quantity discount scale**

Up to 150 m<sup>2</sup>: full amount  
Area from 151 m<sup>2</sup> – 250 m<sup>2</sup>: 10% reduction on whole space  
Area from 251 m<sup>2</sup> – 350 m<sup>2</sup>: 15% reduction on whole space  
Area from 351 m<sup>2</sup> – 500 m<sup>2</sup>: 20% reduction on whole space  
Area from 501 m<sup>2</sup>: 30% reduction on whole space

### **3.3 Co-exhibitor-fee**

The co-exhibitor fee is 300.00 €/co-exhibiting company. Definition of co-exhibitor: see General Conditions of Participation (<http://www.messe-friedrichshafen.com/exhibiting-guidelines>). Co-exhibitors shall receive 2 exhibitor passes free of charge. All quoted prices are net prices. If the statutory value added tax applies, it will be invoiced in addition. Please note concerning this the explanations of the reverse charge procedure and the VAT identification number in the General Conditions of Participation.

## **4. Terms of payment**

The full participation fee is fully payable after the receipt of the invoice by April 15, 2021. Participation invoices that are issued after April 15, 2021 are fully payable immediately; the same applies to all other MFN invoices. Please note the payment due dates and information about the bank accounts on the MFN invoices. Service invoices that are still open must be paid by the stand personnel during assembly or during the trade show.

## **5. Stand withdrawal / compensation fees**

If the exhibitor does not participate once registration has been granted, then the exhibitor is obliged to pay a compensation fee. Cancellation prior to the assignment of the stand is possible free of charge. After the stand has been allocated to your company a cancellation will cause the following fees:

up to 4 months before the show:	30% of the invoice total
up to 3 months before the show:	50% of the invoice total
up to 2 months before the show:	80% of the invoice total
up to 1 month before the show:	100% of the invoice total

## 6. Additional services

**6.1** In addition to the participation fee, the acceptance of the following services is obligatory:

- Flat fee for general waste disposal of 80l per day: 1.00 €/m<sup>2</sup> stand space. Beginning from 80m<sup>2</sup> flat price is 80.00 €.
- The AUMA fee of 0.60 €/m<sup>2</sup> to be paid by the exhibitor will be invoiced by MFN for the AUMA and passed on (see General Conditions of Participation).
- A flat rate of 185.00 € is payable for the media listing. Additional fee-based items are possible in the exhibitors or product index: 30.00 €/entry; 50.00 €/logo.
- All exhibitors will be included in a guide as well as on the website of AERO. An entry will be made in the alphabetical directory with information about the exhibitor's offerings. The entry should be edited in advance by the exhibitor in the OSC, otherwise MFN does not assume any responsibility for false media entries. The deadline for the close of editing will be announced with the notification of the OSC access code.

Additional services according to use.

**6.2** Power and water consumption:

The calculation basis for power consumption is regulated under the e- form for electrical installations in the OSC with the participation fee invoice, 39.90 € will be charged for up to 3kW. The water and wastewater fee is 5.00 €/day. Electrical connection and water installations can be ordered via the OSC.

Additional services can be ordered via the OSC. All quoted prices are net prices.

## 7. Legal notice

**7.1** Serious violations of the exhibition terms and conditions gives MFN the right to close stands immediately and to clear them off without requiring court action. This applies in particular to cases of advertising in contravention and in case of advertising for political or ideological purposes.

**7.2** The German version of this contract is legally binding

Place of fulfilment is Friedrichshafen; place of jurisdiction is Tettngang/ Ravensburg.  
HRB-No. 1179 Registration Court, District Court Tettngang

## 8. Reservations, force majeure, cancellation and other changes to the event

### 8.1. Reasons for changes to the event, obligation to inform and compensation

**8.1.1** Unforeseen events, in particular cases of force majeure (for example natural disasters, war, terror, failure or massive disruptions in traffic and/or communication links, as well as special epidemic risks when contagious diseases occur) which make it impossible or irresponsible to hold the event as planned, entitle MFN to make the following changes to the event:

- to postpone, shorten and extend an event;
- to completely cancel its opening and
- to close an already started event temporarily, finally, in individual parts or in total.

Inability to provide sufficient operating elements, such as electricity, heating, etc., strikes and lockouts, will be equated to incidence of force majeure as long as they are not short-term in nature. There is no right to make the aforementioned changes to the event if MFN is responsible for the incident on which the change is based.

**8.1.2** MFN must inform the exhibitor of such change measures immediately after the decision has been taken, unless MFN is also prevented from doing so by one of the circumstances mentioned. No claims for damages can be made against MFN, unless

- the change can be attributed to a grossly negligent or intentional breach of duties by MFN or its agents
- the change is due to MFN's or its agents' violation of an essential contractual obligation which, firstly, enables the contract to be fulfilled in accordance with the regulations. Furthermore, the exhibitor should also be consistently able to trust that this obligation shall be adhered to (this may be, for example, planning and preparation of the event in accordance with the regulations, the exhibitor being notified in good time and being fully informed, etc.).

## **8.2 Participation fee**

- 8.2.1** In the case that an event is postponed for a reason specified in 8.1.1, the following applies: MFN will determine a replacement date no later than one month after the announcement of the postponement of an event. The exhibitor has the right to withdraw from the exhibitor contract within 14 days of receiving notification of the replacement date.
- 8.2.2** If an already started event is shortened, extended or closed (temporarily, permanently, in individual parts or in total) for one of the reasons specified in section 8.1.1, then the payments to be made by the exhibitor according to the exhibitor contract - the participation fee as well as any costs to be borne by the exhibitor - must be paid in full.