

# Special Terms of Participation (B) Joint Pavilion Exhibitor

The General Terms and Conditions of Participation A and the Technical Guidelines of Messe München GmbH shall apply, insofar as the present Special Terms of Participation do not contain any provisions in derogation thereof.

## Duration:

Tuesday, 24 to Friday, June 27, 2025

## Opening hours visitors:

Tuesday to Thursday 09:00 – 17:00  
Friday 09:00 – 16:00

## Opening hours exhibitors:

Tuesday to Thursday 07:30 – 19:00  
Friday 07:30 – 17:00

## Organizer and financing body:

Messe München GmbH  
Am Messesee 2  
81829 München  
Germany

Tel. +49 89 949-11518  
Fax +49 89 949-11519  
info@world-of-photonics.com  
world-of-photonics.com

**Joint Pavilion Organizer is hereinafter referred to as “main exhibitor,” and the Joint Stand Exhibitor hereinafter referred to as “co-exhibitor.” All prices indicated below are net prices. Insofar as German value-added tax is applicable, they are subject to statutory value-added tax.**

## B 1 Application

Applications should be filled online at world-of-photonics.com  
For the co-exhibitor registration you will receive a separate link after finishing the main exhibitor application.

Registration deadline for the first stand allocation is **Monday, August 5, 2024.**

## B 2 Eligibility

Admissible as exhibitors are all German manufacturers; all manufacturers from abroad or their German branch establishments; main importers; specialist dealers or service companies authorized by manufacturers; and those firms that are authorized by a manufacturer's works to exhibit its products. Main importers and authorized specialist dealers may only display exhibits from manufacturers which are not represented at this trade fair/exhibition themselves.

All exhibits must correspond to the product index of the respective trade fair/exhibition and be designated by name and exact type in the application. Objects other than those declared and admitted must not be exhibited. The Messe München GmbH exhibition organizer has the final decision on admission.

## B 3 Participation fee, advance payment for services (cf. A 7)

The net participation fee per m<sup>2</sup> space is: **EUR 280**

### Two-story stand construction

On two-story constructions, the upper floor space is charged at **80%** of the respective ground floor rate.

The main exhibitor receives the entire area at his disposal and is responsible for the placement of his individual co-exhibitors. The drawing in the final official hall plans is carried out by Messe München.

The organizer is entitled to return to Messe München GmbH **50%** of the rented space before December 16, 2024.

The participation fee covers the stand space rental and moreover comprises extensive services provided by Messe München GmbH, which include in particular: advice on stand planning, advice on the technical conditions and requirements on site regarding stand design, advice on setting up and dismantling the stand, concept and public relations work for the fair, visitor marketing and visitor acquisition for the fair, preparation and organization of trade-fair related opening events, press conferences, presentations and exhibitor evenings, insofar as these are organized by Messe München GmbH, the

preparation and implementation of forums and special shows, insofar as these are organized by Messe München GmbH or third parties on behalf of Messe München GmbH, the provision of exhibitor passes for authorized persons in accordance with clause B 12 “Exhibitor passes,” the lighting, heating and air-conditioning of all the exhibition spaces, basic guard service for the event site, regular cleaning of general areas, the provision of loudspeaker systems used for informing visitors to the fair, and other visitor information systems including signage, the provision of visitor lounges, meeting rooms and catering facilities for exhibitors, visitors and the press within the exhibition premises, the deployment of first-aid personnel; as well as traffic routing to and within the event site.

### Mandatory communication fee

Exhibitors will be charged a mandatory communication fee amounting to **EUR 865**. This fee includes the basic entry in the trade fair media (print, online cf. B 11 Media services). It also covers other communication services as set out in provision B 11 “Media services.” Exhibitors can book other entries in the respective advertising media for extra charges. Additional listings and promotion opportunities as well as the prices, provided by the media service partner commissioned by Messe München GmbH, are available in the Exhibitor Shop and bookable via a separate order store.

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## Cont. B 3 Participation fee, advance payment for services (cf. A 7)

### Advance payment

The advance payment for exhibitor services ("Advance payment," cf. A 7) is **EUR 20/m<sup>2</sup>** of rented exhibition space. This will be offset after the trade fair against the services actually used on the final invoice.

### AUMA charge

The German Council of Trade Fairs and Exhibitions (AUMA) levies all exhibitors a charge of **EUR 0.60/m<sup>2</sup>** of rented exhibition space. This amount is charged by Messe München GmbH and transferred directly to AUMA.

### Fixed waste-disposal fee

The mandatory, flat-rate waste disposal fee in the amount of **EUR 5.50/m<sup>2</sup>** is to cover the disposal of all waste generated at the exhibitor's booth during setup and dismantling and throughout the duration of the trade fair. The disposal of production waste, entire stand elements and complete exhibition stands is not covered by this fee.

## B 4 Co-exhibitors

The participation of companies as co-exhibitors (cf. A 4) is on principle possible. Participation, however, is subject to Messe München GmbH's prior authorization. The registration fee for co-exhibitors is free of charge. Permission to participate may be granted only if the co-exhibitor would also be eligible to participate as an exhibitor. However, a registration fee in the amount of **EUR 865** will be levied for each co-exhibitor. The registration fee includes the mandatory communication fee. The mandatory communication fee for each co-exhibitor includes the same services as for the main exhibitor (cf. B 11).

All co-exhibitors have to be registered by the main exhibitor. Registration takes place online at world-of-photonics.com.

The participation of firms as additionally represented companies (cf. A 4) is not possible.

For each co-exhibitor without Messe München GmbH admission, Messe München GmbH is entitled to demand a penalty charge of **EUR 1,000** from the exhibitor. Furthermore, Messe München GmbH may demand that co-exhibitors without Messe München GmbH's authorization vacate the stand. Should the exhibitor fail to promptly comply with Messe München GmbH's vacation demand, Messe München GmbH has the right of extraordinary cancellation in respect of the contractual relationship between Messe München GmbH and the exhibitor.

## B 5 Terms of payment (cf. A 7)

The planned mailing date for the admission invoice is in **January/February 2025**. The amounts invoiced in all invoices issued by Messe München GmbH in connection with the event are to be transferred in euros, without deductions and free of all charges to one of the accounts specified in the respective invoice, indicating the customer number. The times of payment specified in the invoices are binding and are to be complied with. Please note: **Exhibitor passes will only be dispatched online after receipt of payment of the admission invoice.** The invoice for all additional costs (e.g. lettering, technical services, electricity) will be sent to the exhibitor after the end of the event; it is to be paid by him immediately upon receipt. Should the exhibitor wish to have an invoice re-issued because the name, legal form or address of the invoice recipient has changed, the exhibitor is bound to pay Messe München GmbH a fee of **EUR 50** for each invoice amendment, unless the data included in the original invoice in respect of the name, legal form or address of the invoice recipient was incorrect and Messe München GmbH was responsible for the incorrect data.

Due to value-added tax legislation requirements, Messe München GmbH can only issue or readdress invoices to an invoice recipient other than the exhibitor, if the recipient is Messe München GmbH's contractual partner concerning the services to be charged. If the exhibitor wants to designate the invoice recipient as the contractual partner of Messe München GmbH instead of himself, he can request the appropriate form at the e-mail address provided in the application. The form should be completed and signed with legally binding effect and returned to Messe München GmbH. Messe München GmbH is under no obligation to accept the different invoice recipient named by the exhibitor as its contracting party. Insofar as Messe München GmbH has already rendered services to the exhibitor at the time of receipt of this form, Messe München will have to bill these services to the exhibitor (cf. A 7).

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## B 6 Dates of setting up and dismantling (cf. A 15)

### Setup

June 21 and 22, 2025, each 07:00 – 23:00  
June 23, 2025, 07:00 – 18:00

### Note:

An early setup for LASER World of PHOTONICS 2025 can be offered. This is subject to a fee and can be requested via the Technical Exhibition Service.

### Truck check-in during setup:

Trucks over **7.5 t** must register in advance via FairLog and book a time slot for access/loading at the exhibition grounds. When arriving on site, trucks need to register at check-in to complete the process. You will receive more information with the traffic guide.

On the last day of setup, June 23, 2025, all delivery and stand-construction vehicles must be removed from the halls by 18:00 at the latest. Vehicles which are still in the halls after this time will be removed by Messe München GmbH at the risk and expense of the respective exhibitor. Furbishing work and decoration in the exhibitor's own stand space is possible until 20:00.

An extension of the setup time is permissible only in exceptional cases and with the prior written consent of Messe München GmbH, Security Division.

### Dismantling

June 27, 16:00 to June 28, 2025, 23:00  
June 29, 2025, 07:00 – 23:00  
June 30, 2025, 07:00 – 18:00

Access to the fairgrounds for stand construction firms and delivery vehicles after the end of the event, but not before 17:00.

Should exhibits be removed or the stand dismantled before the fair closes, Messe München GmbH can demand that the exhibitor pay a contractual penalty of **EUR 500**.

### Truck check-in during dismantling:

Trucks over **7.5 t** must register in advance via FairLog and book a time slot for access/loading at the exhibition grounds. When arriving on site, trucks need to register at check-in to complete the process. You will receive more information with the traffic guide.

## B 7 Stand design and equipment

Stand designs for two-story constructions, for stands larger than **100 m<sup>2</sup>** or stand structures exceeding **3 m** in height or with a stand covering require prior authorization. Dimensioned drawings including floor plans and elevations on a scale of 1:100 must be submitted in duplicate to Messe München GmbH, Technical Exhibition Services Division, for approval no later than 6 weeks before setup begins.

### Halls, general

#### One-story construction

The maximum construction height is **6 m**. The maximum advertising height (upper edge) is **7.50 m**.

#### Two-story construction

The maximum construction height is **6 m**. The maximum advertising height (upper edge) is **7.50 m**.

In addition, the maximum construction height (clearance) alongside the hall walls must be observed (see description of halls).

In order to preserve the character of the LASER World of PHOTONICS as a communications and business trade show, exhibitors are requested to ensure an open stand design. Messe München GmbH is entitled to demand changes in the exhibition stand design in this context. Stand designs can only be approved if the open sides of the booth have a uniformly open design. Erecting closed walls is permitted, provided they do not take up more than **70%** of the total length of the respective stand side, and completely closed walls may be no more than **6 m** in length. A closed length of wall measuring **6 m** must be followed by an opening at least **2 m** wide.

This ruling does not apply if:

- the respective structure is set back from the stand perimeter by at least **2 m**.
- the height of structures at the stand perimeter does not exceed **1.20 m**.

If, for safety reasons, a closed structure exceeding **1.20 m** in length should be necessary, exhibitors are requested to consult with the Technical Exhibition Services. Messe München GmbH reserves the right to allow exceptions to this ruling in individual.

The partition walls facing the neighboring stand must be kept white, neutral, free of installations and clean above a height of **2.50 m**. It is recommended that exhibitors install partition walls (height **2.50 m**) as demarcation to neighboring stands. Messe München GmbH supplies partition walls only at the request and expense of the exhibitor. Partition walls or additional cabin walls (height **2.50 m**) can be ordered in the Exhibitor Shop. In the case of advertising structures directly facing adjoining stands, there must be a minimum distance of **2 m** to the stand perimeters. Flashing or changing lights must not be used for advertising purposes. The stand design must be adapted to suit the type of rented stand (row, corner, end, island stand), e.g. by partition wall systems. The exhibition stand should also meet the character of the respective trade fair to preserve the visual identity of the event. Messe München GmbH is entitled to demand changes in stand design on this account.

### Stand construction approval

As a matter of principle, every planner/designer of an exhibition stand is responsible for compliance with public statutory regulations, insofar as applicable to exhibition stands, and compliance with Messe München GmbH's Technical Guidelines as well as the General Terms of Participation. No approval of plans from Messe München GmbH is necessary given compliance with the following requirements:

- stand and/or advertising structures no higher than **3 m**
- stand area no larger than **100 m<sup>2</sup>**
- stand is without covering.

Any stand concepts in non-compliance with the aforementioned requirements are to be submitted in duplicate for approval to Messe München GmbH's Technical Exhibition Services Division, containing to-scale stand design plans (ground plan, elevations and sectional drawings) no later than 6 weeks prior to official setup date. If items are to be suspended from the hall ceiling, the work involved must be carried out by Messe München GmbH's contractors. The placing of motor vehicles of any kind anywhere in the stand area for exhibition or decorative purposes is generally prohibited and is permissible only in

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## B 7 Stand design and equipment

exceptional cases with the prior written consent of the Exhibition Management. Moreover, multi-story stands and special constructions (such as bridges, stairs, cantilever roofs, galleries, etc.) are as a general rule subject to separate approval. Please consult the "Building Regulations" set out under "Leaflets—applications" in the Exhibitor Shop for further information. **Please note under**

**all circumstances the requirements set out in the Technical Guidelines and the information included in the individual notices.** For further processing, the exhibitor service forms for ordering additional stand services will be made available to you online via our Exhibitor Shop in due time.

## B 8 Technical installations

The technical services designated in the Technical Guidelines, such as the provision of installations to supply the stand with electricity and water, can be ordered only from Messe München GmbH. Wired telecommunications equipment may be provided only by Messe München GmbH; Deutsche Telekom AG and other network operators are not authorized at the exhibition center. To

connect its own stand area, the exhibitor may operate its own wireless LAN network at its stand after prior written approval from Messe München GmbH; the specifications of Messe München GmbH must be complied with. Technical services should be ordered no later than **Monday, May 12, 2025**.

## B 9 Use of equipment

Only cranes, fork-lift trucks and working platforms that have been provided by the responsible Messe München GmbH service partners may be used.

In special cases, permission must be obtained from Messe München GmbH's Technical Exhibition Services Division.

## B 10 Sales regulations

Open selling or other provision of goods and services at the stand is not permissible. Exhibited articles may be delivered to purchasers only after the end of the fair. It is not permissible to openly show the selling price. Under

No. 64 GewO (German trade regulation act), it is permissible to sell only to commercial resellers, commercial consumers and bulk purchasers.

## B 11 Media services

The mandatory communication fee for exhibitors and co-exhibitors includes the following media services:

### In the online exhibitor directory and in the app:

- Basic entry with company name, street, zip code, town, country, website with link, hall, stand number
- Naming of communication data (phone number, e-mail address) after explicit approval by the exhibitor
- 3 entries (without logo) in the product and service directory
- 3 entries (without logo) in the list of applications
- Teaser text (approx. 80 characters German and English) in all exhibitor lists and the exhibitor profile
- Company text (800 characters German and English) in the exhibitor profile
- Social media links in the exhibitor profile
- Digital contact form in the exhibitor profile
- Entry with stand name and stand number (without logo) in the online hall plan

### In the printed Visitor Guide and on the display plan:

- Company name (abbreviated if necessary) on the stand in the hall plan, in the Visitor Guide and in the display plan
- Company name, zip code, city, country, web address, hall and stand number in the alphabetical list of exhibitors in the Visitor Guide
- Company name and stand number in the exhibitor list for the respective hall plan in the Visitor Guide and in the display plan

Exhibitors may book additional listings, for example in the product directory and other presentation opportunities in these communication media via a separate order process. These additional booking options will be made available to applicants in due course by the official media services partner. The media services partner will handle the extra listings directly with the applicant in its own name and on its own account. Messe München GmbH assumes no responsibility for the accuracy and completeness of the trade fair media (print, online).

The exhibitor is solely responsible for the permissibility under law—and particularly the law on competition—of entries placed in the trade fair media (print, online) of Messe München GmbH at the instigation of the exhibitor. Should third parties assert claims against Messe München GmbH on account of the impermissibility of the entries under law in general or the law on competition, the placer of the entries shall hold Messe München GmbH fully safeguarded against all claims asserted including all costs of any necessary legal defense on the part of Messe München GmbH. The same applies to entries from exhibitors, co-exhibitors and exhibitors on joint stands that the respective exhibitor has arranged in the Messe München GmbH trade fair media (print, online).

The official media services partner for this trade fair is:

jl.medien GmbH  
Inselkammerstraße 11  
82008 Unterhaching  
Germany  
Tel. +49 89 666166-24  
info@world-of-photonics-media.com

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## B 12 Exhibitor passes

For the duration of the fair, each exhibitor receives a specific number of free exhibitor passes for its stand:

### In the halls

stands of up to **4 m<sup>2</sup>**

stands of up to **12 m<sup>2</sup>**

stands of up to **20 m<sup>2</sup>**

from **21 m<sup>2</sup>** for every further **20 m<sup>2</sup>** or part thereof

1 exhibitor pass  
2 exhibitor passes  
3 exhibitor passes  
1 exhibitor pass  
(additional)

Additional exhibitor passes will be available starting approx. February 2025 for **EUR 56** each. Exhibitor passes are intended solely for stand personnel and can be ordered via the Exhibitor Shop, and must not be passed on third parties. In case of abuse, Messe München GmbH is entitled to withdraw the exhibitor pass.

Co-exhibitors will obtain 2 free exhibitor passes.

**Please note:** both free and fee-based tickets should be ordered via the Exhibitor Shop and have to be personalized.

The exhibitor pass does NOT entitle the holder to free use of local public transport (MVV—Munich Transport and Tariff Association).

## B 13 Vouchers

Exhibitors and co-exhibitors have the opportunity to order vouchers for online tickets as part of the advertising media offer via the Exhibitor Shop and send them to their customers. The price per redeemed online voucher is **EUR 24**. The exhibitor will only be charged for the ticket vouchers actually redeemed with the final invoice. For a stand area smaller than 100 m<sup>2</sup> you pay a maximum of two tickets per rented square meter, if this is 100 m<sup>2</sup> or more, you pay a maximum of one ticket per rented square meter of stand space.

Co-exhibitors who do not belong to the same group of companies as the main exhibitor pay a maximum of 20 redeemed vouchers.

If an exhibitor has rented two or more booth spaces, the aggregate floor space is considered as the basis of calculation.

The resale of online vouchers is prohibited.

In case of misuse, Messe München GmbH will exclude the said exhibitor from participation in the online voucher program.

## B 14 Noise, sound effects, GEMA

Demonstrations of video, music, stage shows, etc. during the event (see opening hours) require the prior authorization of Messe München GmbH and must be conducted in such a way that no other exhibitors are disturbed or adversely affected. Accordingly, loudspeakers and other acoustic amplifiers/sound systems must be turned towards the exhibition stand and may not echo off neighboring stands or aisles. The sound level may not exceed **70 dB (A)** at the stand perimeter (see also Technical Guidelines 4.7.7, 5.8.1 and 5.15). Messe München GmbH reserves the right to limit or prohibit demonstrations of any kind—irrespective of previous authorization—causing noise, optical disturbances or for other reasons constituting a hazard or impairment to the event and especially to event participants. The relevant statutory provisions must be observed.

Under the terms of the Copyright Act, the permission of GEMA – Gesellschaft für musikalische Aufführungs- und mechanische Vervielfältigungsrechte (Musical Performance and Mechanical Reproduction Copyright Watchdog) is required for musical renditions of any kind. Further information is available in the LASER Exhibitor Shop, or contact GEMA directly as follows:

GEMA, 11506 Berlin, kontakt@gema.de, www.gema.de

Unnotified reproductions of music may result in damage compensation claims by GEMA (§ 97, copyright law).

## B 15 Laser safety

Please note that the use of laser equipment of classes 1, 1M, 2, 2M, 3R, 3B and 4 at the exhibition stand must be registered. The form 1.5 required for this can be found in the LASER World of PHOTONICS Exhibitor Shop. The exhibitor

must ensure that all relevant legal requirements and regulations on laser safety are complied with.

## B 16 Photo, film and video shooting (cf. A 10)

In deviation from A 10 of the Conditions of Participation A, approval for photography, filming and video recording of the exhibitor's own stand is no longer required during the official set-up and dismantling times, or during exhibitor opening hours.

Written permission is now only required outside these times (i.e. during night closing times) and is compulsorily linked to the booking of an accompanying security guard. All information on this will be published in the Exhibitor Shop in the relevant leaflet.

The use of drones is expressly prohibited at all times (set-up, running time, dismantling).

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## B 17 Evening events

Evening events on the exhibition stand require authorization by Messe München GmbH and must be notified by June 2, 2025 at the latest. Events on June 24, 25 and 26, 2025 may start at 17:00 and must end no later than 22:00. Until 22:30, the necessary clearing-up work may be undertaken on the stand area. By 23:00 at the latest, all persons must have left the fairgrounds. The exhibitor is responsible for ensuring that the attendees of his evening event do not access other trade fair booths or touch any exhibits located there. The exhibitor is to ensure that the attendees of his evening event follow the instructions of the safety and security service employed by Messe München GmbH.

The minimum scope of the safety and security services necessary is determined by Messe München GmbH. The exhibitor indemnifies and holds Messe München GmbH harmless in connection with the evening event.

The services provided by Messe München GmbH in connection with each evening event are charged to the exhibitor in the final invoice.

To ensure a smooth, uninterrupted event, we recommend that you consult with your booth neighbors of the planned party in advance. Please note that the volume of musical renditions on the stand may not exceed **70 dB (A)**.

## B 18 Deliveries

Consignments, letters and other mail to be delivered to the exhibitor's stand must carry the following details:

- Name of the event
- Hall (designation: A, B or C as well as the number of the hall (1–6))
- Stand number of the exhibition stand
- Name of the exhibitor
- Am Messesee 2, 81829 Munich, Germany

Messe München GmbH does not take delivery of consignments, letters and other mail intended for exhibitors or third parties. The delivery can only be accepted by an employee of the company on site at the stand. Exhibitors are advised not to deposit shipments or other objects unsecured in the hall or the outdoor exhibition area during setup and dismantling times.

Services with regard to the receipt and dispatch of consignments are offered by the authorized freight forwarders at the exhibition center.

## B 19 Restoration of exhibition areas

All exhibition areas must be handed over to Messe München GmbH's Technical Exhibition Services Division in their original condition by the stipulated date for

completion of dismantling. To this end, the areas must be registered in good time with the Technical Exhibition Services Division for inspection and approval.

## B 20 Advertising

The following provision replaces Clause A 11: No advertising activities, including the deployment of stationary and mobile advertising carriers, promotion teams or the distribution of printed media and food samplings may be conducted at the exhibition grounds outside the confines of the given exhibitor's stand, unless the exhibitor has applied for and obtained authorization from Messe München GmbH for such activities, which are subject to a fee. The charge for this authorization is set out in the order documents for advertising space. Messe München GmbH is entitled to stop unauthorized advertising activities

outside the confines of the rented stand space, in particular to expel persons who are used as advertising carriers from the site, and to confiscate, remove or destroy unauthorized advertising media. Messe München GmbH is entitled to demand a compensation for unauthorized advertising activities carried out by the exhibitor outside his booth, amounting to twice the fee Messe München GmbH would have charged for granting approval. Messe München GmbH's right to claim further damages remains unaffected.

## B 21 Alterations

Messe München GmbH reserves the right to make alterations and additions in matters affecting technical handling and safety.