

Mid of April - September 2024	October - December 2024	January 2025	February 2025	March 2025	April/May 2025	June 2025	July 2025
<p><b>Application period until September 15, 2024 (deadline for application)</b></p> <p><b>Apply online:</b> <a href="http://www.transportlogistic.de/application">www.transportlogistic.de/application</a></p>	<p><b>Receipt of a placement proposal via email</b> Placement proposal confirmation requested (online) <b>within one week after receipt</b></p>	<p><b>Dispatch of admission invoice</b></p> <p><b>Exhibitor directory 2025 online available</b></p> <p><b>Online exhibitor shop available</b> Receipt of login information by email for the exhibitor shop</p>		<p><b>Due by March 15, 2025</b> <b>Order company entry in the official trade fair media</b> directory via Neureuter Fair Media online order center accessible through the online exhibitor shop</p> <p><b>Due by March 31, 2025</b> <b>Payment of admission invoice</b></p>	<p><b>Due by April 10, 2025</b> <b>Technical services orders:</b> e.g. electrical and water connections, internet access, telecommunication services, suspension units</p> <p><b>Due by April 10, 2025</b> <b>Stand concept</b> is to be submitted for approval to our <b>Technical Exhibitor Service (TAS)</b> <b>Stand concept approval can be expected in up to 4 weeks after submission of the complete documents.</b></p> <p><b>Send invitations to customers</b> <b>Schedule appointments on site</b> <b>Press Relations work</b></p>	<p><b>Set up May 26-June 1, 2025</b></p> <p><b>transport logistic June 2-5, 2025 (Monday-Thursday)</b></p> <p><b>Opening ceremony June 2, 2025</b></p> <p>Visit sessions of your interest of the official conference program</p> <p>Use Scan2Lead to track visitors on your stand</p> <p>Hold a press conference</p> <p><b>Dismantling June 5-8, 2025</b> (June 5 from 4.00 pm)</p>	<p><b>Receipt and payment of the final invoice</b> payment deadline: immediately</p>
<p><b>Register until September 15, 2024</b> to receive the first <b>100 online vouchers for a visitor one-day ticket free of charge</b></p>		<p><b>Co-exhibitor registration due by February 28, 2025</b> (to ensure their company entry in the official trade fair media) <b>intime registration will ensure 30 online vouchers free of charge</b></p>					
<p><b>Travel planning</b> <b>Hotel reservation</b></p>		<p><b>Rent conference or meeting rooms</b> (subject to availability)</p>					
		<p><b>Book advertising spaces and sponsoring at the trade fair ground</b> (subject to availability)</p>		<p>Personalization of free and additional exhibitor passes (subject to a charge) in the online exhibitor shop.</p> <p><b>Print@home Tickets (exhibitor passes)</b> will be sent via email after receipt of payment for admission invoice</p>			
		<p><b>Plan stand construction</b> <b>Assign stand construction company</b> <b>Rent stand equipment</b> <b>Select and book decoration and graphics</b> <b>Forwarding services</b> <b>Order stand catering</b> <b>Hire external personnel/hostesses (choose a dress code)</b> <b>Plan accompanying advertising campaigns and stand events</b> <b>Select info material, brochures, give aways</b></p>		<p><b>Place orders:</b> parking permits, vouchers for one-day ticket, advertising materials</p> <p><b>Order stand services:</b> Stand cleaning, stand security service, visitor tracking service</p> <p><b>Free online downloads:</b> Inserts and modules, personalised banner, voucher banner for a one-day ticket</p>			
			<p><b>Editable any time until June 5, 2025</b> Enter planned events on your stand into the <b>"press and exhibitor event calender"</b> (exhibitor shop) and set them online</p>				
					<p><b>Order directory of editors</b> (dispatch via e-mail) Updates: <b>tba</b></p>		