

Important information for Spielwarenmesse® 2019

The following information and guidelines, the Rules for Exhibitors and the NürnbergMesse site regulations constitute the contractual basis for participation in Spielwarenmesse® 2019.

1. Assembly

1.1. Start of early assembly

Permission for **earlier assembly** (extra cost 300 EUR / day) must be applied for in writing by 2 January 2019 (see **Special permissions, Online Service Center Earlier assembly**), but is not possible in all halls.

1.2. Start of assembly

All halls on Monday, 21 January 2019

Work may be carried out in all halls from 7:00 am onwards.

1.3 End of assembly

Tuesday, 29 January 2019 6:00 pm

During the assembly period work may be carried out from 7:00 am to 8:00 pm. On Sunday, 27 January 2019 and Monday, 28 January 2019 the halls will remain open until 10:00 pm. On Tuesday, 29 January 2019 work will cease at 6:00 pm. Approvals for an extension of the stated assembly times are possible in exceptional cases only if special reasons exist. Such approval must be obtained in writing from the Fair Management and is subject to a fee.

Please note that final cleaning of the halls prior to the opening of the Spielwarenmesse will commence on Tuesday, 29 January 2019 at 6:00 pm. All boxes, packing or decoration materials left in the aisles will be removed and disposed of as waste. You are urgently requested to ensure that the aisles are kept clean and tidy from then on. May we also draw your attention to the **Rules for Exhibitors 2019** Section 13 (Allocation of stands), Section 15 (Design and layout of stands), and Section 16 (Assembly and dismantling).

It is not possible to make deliveries to the halls via the inner courtyard of the exhibition centre. All deliveries are to be made through the loading yards and the hall doors leading to the loading yards. Please note Information Sheet Hall Delivery. Schenker Deutschland AG and Kühne + Nagel AG & Co. KG can supply fork-lift trucks on request which can be ordered via the Online Service Center. The use of exhibitors' own fork-lift trucks is prohibited.

2. Duration of fair: 30 January – 3 February 2019

3. Opening times

Wednesday	30 January 2019	9:00 am - 6:00 pm
Thursday	31 January 2019	9:00 am - 6:00 pm
Friday	1 February 2019	9:00 am - 6:00 pm
Saturday	2 February 2019	9:00 am - 6:00 pm
Sunday	3 February 2019	9:00 am - 6:00 pm

The fair is open daily from 9:00 am to 6:00 pm. Exhibitors are admitted daily from 8:15 am onwards and the stands must be occupied by the exhibitors by not later than 8:45 am. For security reasons all persons must leave the halls and outdoor area by not later than 7:00 pm during the fair.

Other exhibition stands are not to be visited outside the daily opening times without the permission of the stand holder.

4. Dismantling times

Sunday	3 February 2019	6:00 pm - 12:00 pm
Monday	4 February 2019	0:00 am - 8:00 pm
Tuesday	5 February 2019	7:00 am - 8:00 pm
Wednesday	6 February 2019	7:00 am - 7:00 pm

Stands are not to be partly or fully dismantled or exhibits removed before the end of the event. Exhibitors contravening this rule are liable to a penalty amounting to 50 % of the invoiced exhibiting fee. The exhibition area is to be restored to its original state after dismantling the stand. The exhibitor is responsible for any damage caused by incorrect handling.

The organizer is entitled to dismantle and store the stand equipment and exhibits at the exhibitor's cost if the stand space is not cleared by the end of the official dismantling time.

Vehicle access to the loading yards is only possible on payment of a **deposit of EUR 100** (exception: trucks of 7.5 tons or more during dismantling). The deposit will be refunded if the vehicle leaves the loading yard within the time limits (see 2.1 "Technical regulations Spielwarenmesse® 2019").

The halls are open non-stop from Sunday night to Monday morning so that the stand can be dismantled up without interruption. Please note that the dismantling time is binding for all our ServicePartners.

5. Passes for assembly and dismantling staff

Access to the halls during assembly and dismantling times is permitted with exhibitor passes and with special assembly and dismantling passes. Your allocation of free assembly and dismantling passes is based on the size of your stand.

Example: stand up to 10 m ²	2 assembly and dismantling passes
11 to 20 m ²	3 assembly and dismantling passes
21 to 30 m ²	4 assembly and dismantling passes
etc.	

Additional passes can be ordered in the Online Service Center or on-site at the fair management.

The passes for assembly and dismantling are not valid during the fair.

6. Exhibitor passes

Every exhibitor receives free passes for the necessary stand and operating personnel according to the size of his stand. 2 passes are issued for up to 10 m² stand space and a further pass for each further beginning 10 m² or part thereof, subject to a maximum of 40 exhibitor passes.

Example: stand up to 10 m ²	2 free exhibitor passes
11 to 20 m ²	3 free exhibitor passes
21 to 30 m ²	4 free exhibitor passes
etc.	

For each co-exhibitor the main exhibitor receives 2 free exhibitor passes.

Any additional exhibitor passes required can be purchased for entitled persons at a price of EUR 17.65 plus VAT in the Online Service Center or on-site at the fair management.

For two-storey stands additional free exhibitor passes are allocated in accord with the area of the second level.

Exhibitor passes are only to be issued to personnel working on the exhibitor's stand.

7. Stand layout

Exhibitors are responsible for the design and equipment of stands and the necessary assembly. The exhibitor must ensure that the stand design matches the character and image of the fair Spielwarenmesse. The fair organizer is entitled to specify changes in stand design in this connection.

The design of stands and presentation of exhibits must ensure an open approach to customers. **At least 70 % of the sides of the stand facing gangways must be open.** Stands that adversely affect the overall image of the fair or the hall will not be accepted by the fair organizer.

The same applies to inadmissible advertising.

The exhibitor is responsible for laying a uniform covering on the floors of the stand.

The stands must be joined as closely as possible and without loss of space. The allocated stand space must not be exceeded. If the exhibitor or his appointed stand construction company fails to comply with the stand construction regulations or other legal provisions, the exhibitor shall be liable for all damage resulting from the violation of these provisions. The extent of damage will be determined by an assessor appointed by the fair organizer. The assessor's findings shall be binding on both parties.

If suspension from the ceiling is essential or light sources cannot be created in any other way, plans must be submitted to the fair organizer in good time for approval. The fair organizer reserves the right to specify further requirements regarding the layout of the stands. A contract penalty of 10 % of the invoiced exhibiting fee is payable in the event of non-compliance with the stand construction rules. The exhibitor is responsible for compliance with the stand construction rules and safety regulations.

Important information for Spielwarenmesse® 2019

The minimum construction height is 2.5 m. The maximum construction height is 4.5 m.

The backs of any construction elements (e.g. partitions, advertising media, banners, company logos, etc.) facing neighbouring stands must be white, clean and impeccable in appearance above a height of 2.5 m and must not contain any text or graphics. Text and graphics are permitted if there is a minimum distance of 1 m to the neighbouring stand on each side of the construction element with heights from 3 m to 3.5 m and a minimum distance of 2 m to the neighbouring stand with heights from 3.5 m to 4.5 m.

The hall must be visible from conference rooms and other rooms on the stand. This can be achieved

- a) by visual contact with the stand, provided the rest of the hall area is visible from the stand, or
- b) by direct visual contact between the room and the hall area.

The visual link must exist in both a sitting and standing position. The recommended dimensions of the visual link are 0.2 m x 0.8 m (W x H).

The fair organizer provides a free service for checking stand plans of single-storey stands submitted on time. For a stand space of 80 m² or more, two copies of the stand plans, for a stand space of 400 m² or more, three copies of the stand plans must be submitted for examination to Spielwarenmesse eG without further request. Spielwarenmesse eG's right to claim stand plans from each single exhibitor keeps unaffected. No legal claim to processing exists for stand plans submitted after 15 November 2018.

The exhibitor undertakes to meet these requirements. Failure to comply with these requirements may lead to claims for compensation on behalf of the organiser or the affected neighboring exhibitors.

8. WLAN (Wireless Local Area Network)

Unify Deutschland GmbH & Co. KG is the sole supplier of a WLAN infrastructure for commercial use on the NürnbergMesse site. NürnbergMesse grants Unify Deutschland GmbH & Co. KG exclusive **frequency control over channels 2 to 13 for WLAN in the 2.4 GHz band** for the full-coverage WLAN service on the NürnbergMesse site. Only **channel 1 in the 2.4 GHz band (2412 MHz)** is available on the NürnbergMesse site for use for all other applications/WLAN networks for both operation by ServicePartners of NürnbergMesse (Unify Deutschland GmbH & Co. KG) and operation of radio/WLAN networks set up by exhibitors themselves. NürnbergMesse reserves the right to refuse approvals or not to approve applications for exhibitors' own WLAN networks, depending on the number and physical assignment per hall. As part of quality assurance measures, both unregistered and approved WLAN networks and WLAN networks with excessive transmit power levels will be identified and the operators notified. These networks may possibly be approved after checking or are to be shut down if requested by NürnbergMesse – there is no legal entitlement to approval. If no amicable solution is possible, technical measures will be implemented to prevent the illegal operation of such WLAN networks.

■ 1. Introduction	4	4.9.1 Application	13
1.1 Site regulations, extract from site regulations	4	4.9.2 Regulations on building over stand areas, safety clearances, height of rooms in stands	13
1.2 Opening times	4	4.9.3 Permissible loads/load assumptions	13
1.2.1 Assembly and dismantling times	4	4.9.4 Escape routes, stairs	13
1.2.2 Duration of event	4	4.9.5 Building materials	13
1.3 Responsible use of energy	4	4.9.6 Upper floor	13
■ 2. Traffic in the exhibition grounds, escape routes, safety equipment	4	■ 5. Industrial safety, technical safety regulations, technical rules, technical supplies	13
2.1 Traffic regulations	4	5.1 General regulations	13
2.2 Escape routes	5	5.1.1 Damage	13
2.2.1 Fire brigade zones, hydrants	5	5.1.2 Coordination of work at the exhibition site	14
2.2.2 Emergency exits, escape hatches, hall gangways	5	5.2 Use of tools and equipment	14
2.3 Safety equipment	5	5.3 Electrical installation	14
2.4 Stand numbering	5	5.3.1 Connections	14
2.5 Security	5	5.3.2 Stand installation	14
2.6 Emergency evacuation	6	5.3.3 Installation and operating regulations	14
■ 3. Technical details and equipment of halls and outdoor area	6	5.3.4 Safety measures	14
3.1 Hall details	6	5.3.5 Emergency lighting	15
3.1.1 General lighting, power supply, voltage	6	5.4 Water and waste water installation	15
3.1.2 Compressed air, electricity and water supply	6	5.4.1 Connections	15
3.1.3 Communication facilities	6	5.4.2 Use of water-bearing systems and equipment	15
3.1.4 Sprinklers	6	5.5 Compressed air/gas installation	15
3.1.5 Heating, ventilation	6	5.5.1 Compressed air	15
3.1.6 Failures	6	5.5.1.1 Connections	15
3.2 Outdoor area	6	5.5.1.2 Stand installations	15
■ 4. Stand construction regulations	6	5.5.1.3 Installation and operating regulations	15
4.1 Stand safety	6	5.5.1.4 Compressed air cylinders	15
4.2 Approval of stand construction	6	5.5.1.5 Compressors	15
4.2.1 Inspection and acceptance of structures requiring approval	6	5.5.2 Gas	15
4.2.2 Vehicles and containers	7	5.6 Machines, pressure vessels, exhaust gas systems	15
4.2.3 Modification of non-conforming components	7	5.6.1 Machine noise	15
4.2.4 Extent of liability	7	5.6.2 Product safety	15
4.3 Construction heights	7	5.6.2.1 Safety devices	16
4.4 Fire prevention and safety regulations	7	5.6.2.2 Inspection procedures	16
4.4.1 Fire protection	7	5.6.2.3 Ban on operation	16
4.4.1.1 Stand construction and decoration materials	7	5.6.3 Pressure vessels	16
4.4.1.2 Exhibition of motor vehicles	8	5.6.3.1 Acceptance certificates	16
4.4.1.3 Explosive substances	8	5.6.3.2 Testing	16
4.4.1.4 Pyrotechnics	8	5.6.3.3 Rented equipment	16
4.4.1.5 Balloons	8	5.6.3.4 Supervision	16
4.4.1.6 Flying objects	8	5.6.4 Exhaust gases and vapors	16
4.4.1.7 Fog machines	8	5.6.5 Exhaust gas systems	16
4.4.1.8 Ashbins, ashtrays	8	5.7 Use of compressed gases, liquid gases and combustible liquids, fuel paste and other fuels	16
4.4.1.9 Waste and recycling material containers	8	5.7.1 Compressed and liquid gas systems	16
4.4.1.10 Spray guns, solvents	8	5.7.1.1 Approval of compressed gas cylinders	16
4.4.1.11 Abrasive cutting and all other work using naked flame	8	5.7.1.2 Use of liquid gas	16
4.4.1.12 Empty packaging/storage of materials	9	5.7.1.3 Installation and maintenance	16
4.4.1.13 Fire extinguishers	9	5.7.2 Combustible liquids	17
4.4.2 Stand roofing	9	5.7.3 Open flame, fuel paste and other fuels	17
4.4.3 Glass and acrylic glass	9	5.8 Asbestos and other hazardous substances	17
4.4.4 Reception rooms/inner rooms	9	5.9 Performance areas	17
4.5 Exits, escape routes, doors	10	5.10 Radiation protection	17
4.5.1 Exits and escape routes	10	5.10.1 Radioactive substances	17
4.5.2 Doors	10	5.10.2 X-ray systems and stray radiation sources	17
4.6 Platforms, ladders, stairs, catwalks	10	5.10.3 Laser systems	17
4.7 Stand design	10	5.10.4 LEDs	17
4.7.1 Appearance	10	5.11 High-frequency equipment, radio installations, electromagnetic compatibility and harmonics	17
4.7.2 Verification of rented area	10	5.12 Cranes, forklift trucks, empty containers	18
4.7.3 Interference with building fabric	10	5.12.1 Exhibiting heavy and bulky exhibits and machinery	18
4.7.4 Hall floors	10	5.12.2 Exhibition and/or operation of cranes, lifting equipment, construction equipment and other equipment	18
4.7.5 Suspending objects from hall ceilings	11	5.13 Musical reproduction	18
4.7.5.1 Provision of suspension points	11	5.14 Beverage dispensing systems	18
4.7.5.2 Attaching objects to suspension points	11	5.15 Food safety monitoring	18
4.7.5.3 Use of truss systems	11	5.15.1 Requirements for stand/kitchen equipment	19
4.7.5.4 Use of lifting equipment	11	5.15.2 Cooking appliances and food preparation processes	19
4.7.5.5 Electric chain hoists	12	5.15.3 Barbecuing	19
4.7.5.6 Manual chain hoists	12	■ 6. Environmental protection	19
4.7.6 Stand partition walls	12	6.1 Waste management	19
4.7.7 Advertising materials, presentations	12	6.1.1 Waste disposal	19
4.7.8 Disabled access	12	6.1.2 Hazardous waste	19
4.8 Outdoor area	12	6.1.3 External waste	19
4.8.1 Stand approval/stand structures requiring permission	12	6.2 Water, waste water, soil protection	19
4.8.2 Ground anchors	12	6.2.1 Oil and grease separators	19
4.8.3 Weather-related loads	12	6.2.2 Cleaning, cleaning agents	19
4.8.3.1 Wind loads	12	6.3 Environmental damage	19
4.8.3.2 Wind loads for temporary structures	12		
4.8.3.3 Snow loads	13		
4.8.4 Weather alerts	13		
4.8.5 Exits/escape routes	13		
4.8.6 Glass	13		
4.9 Two-storey stands	13		

■ 1. Introduction

Spielwarenmesse eG has drawn up regulations for its events with the aim of providing all exhibitors/organizers with optimum facilities for presenting their exhibits and approaching their visitors and potential customers. These regulations are mandatory for all exhibitors and organizers. In the interest of our exhibitors and visitors, these regulations also include safety regulations, which are intended to ensure the highest degree of safety for the technical and design aspects of events. The building regulations, fire prevention regulations and other safety regulations have been agreed with the responsible departments of the Nuremberg authorities. Spielwarenmesse eG reserves the right to check for compliance with these regulations. Compliance with the applicable statutory regulations is also compulsory. Wherever the term "Stand Construction" or "Stand" is used in the Technical Regulations in line with accepted linguistic usage, it does not refer to a structure as defined by the German Building Code. In legal terms, an exhibition stand/stand construction in the exhibition halls is an "installation" in a place of assembly.

The organization of an event/operation of an exhibition stand may be prohibited in the interest of all participants if any defects found have not been cleared by the start of the event. The right is reserved to impose further requirements regarding safety and stand construction if necessary. The order forms for services are usually sent with the confirmation of admission and must be completed and returned by the specified deadline, as Spielwarenmesse eG cannot accept responsibility for correct and timely execution of orders received late.

Spielwarenmesse eG also reserves the right to impose a surcharge on the price of orders received late, in accordance with details given in the Online Service Center. If applicable, exhibitors may be sent additional circulars with information concerning the preparation and organization of the event. These Technical Regulations correspond with those of the following exhibition companies and are published in a standard layout:

Deutsche Messe AG, Hanover
Koelnmesse GmbH, Cologne
Leipziger Messe GmbH, Leipzig
Messe Berlin GmbH, Berlin
Messe Düsseldorf GmbH, Düsseldorf
Messe Frankfurt Venue GmbH, Frankfurt
Messe München GmbH, Munich
NürnbergMesse GmbH, Nuremberg
Landesmesse Stuttgart GmbH, Stuttgart

Building law in Germany is governed by the law of the individual states. The respective implementation regulations may therefore vary for this reason and because of the different building situation that exists at the various other venues. Spielwarenmesse eG also reserves the right to make changes. The German text is legally binding.

1.1 Site regulations, extract from site regulations

Spielwarenmesse eG possesses the domiciliary rights to the exhibition site including the halls, in addition to the owner of the exhibition site, NürnbergMesse GmbH. The justified interests of the exhibitors shall be taken into account when exercising domiciliary rights.

1.1.1 The domiciliary rights with respect to the exhibitors and all third parties shall be exercised by personnel appointed by Spielwarenmesse eG, whose instructions must be complied with and who are to be granted access to the exhibition site at all times.

1.1.2 In the event of contravention of the site regulations or disruptive behaviour, Spielwarenmesse eG has the right to expel the persons concerned from the exhibition grounds and from its own car parks, withdraw their entrance tickets without compensation and have their vehicles towed away at the owner's cost and risk.

1.1.3 Spielwarenmesse eG has the right to check the storage compartments of vehicles and receptacles carried by persons, if required.

1.1.4 In case of theft of exhibits, the relevant person will be expelled from the site and the police informed. Spielwarenmesse eG reserves the right to exercise its right to detain the relevant person on the exhibition grounds until the person's identity is established by the police.

1.1.5 Visitors to the event must leave the exhibition grounds at the end of the daily event times.

1.1.6 Compliance with instructions issued by the event director, event equipment director and security manager appointed by Spielwarenmesse eG is compulsory. The same applies to instructions issued by the security authorities, such as the fire brigade and public order office.

1.2 Opening times

1.2.1 Assembly and dismantling times

Work can be carried out during the general assembly and dismantling times from 7:00 am to 8:00 pm, unless other times are published for specific events (see 1., "Important information for Spielwarenmesse® 2019"). For reasons of general security in the exhibition grounds, the halls and the exhibition grounds in general remain closed outside these times. The times that ServicePartners are present on site may differ from the general assembly and dismantling periods.

The exhibitor must completely remove all stand construction materials, all exhibition pieces and objects and also all its other exhibition goods by the end of the dismantling time announced for every event and restore the original condition of the exhibition space. Spielwarenmesse eG is entitled to have any exhibition goods remaining in the stands, gangways, foyers, or loading yards after the end of the dismantling time removed and stored by the responsible forwarders (ServicePartner) at the expense and risk of the exhibitors or disposed of at its expense.

1.2.2 Duration of event

The fair is open daily from 9:00 am to 6:00 pm; exhibitors are admitted daily from 8:15 am. The stands must be manned by the exhibitors by not later than 8:45 am. The halls are open one hour prior to the official opening time and outdoor area must be vacated for security reasons by not later than 7:00 pm during the fair. Exhibitors who for justified reasons need to work on their stands outside these times require special written permission from Spielwarenmesse eG.

1.3 Responsible use of energy

Energy efficiency is a core value of Spielwarenmesse eG. It is our declared objective to be at the forefront of European trade fair companies in respect of energy efficiency. This is why we are committed to making all necessary resources available to achieve this goal.

Our energy efficiency programmes have to be characterized by a holistic approach involving ongoing improvement, technical development and efficiency of resources. We are continuously reviewing, evaluating and if necessary improving our energy management. We undertake to adhere to all applicable statutory requirements. In addition, we are committed to preventing waste of energy wherever it occurs and at all times and to using the latest environmental, safety and energy-saving technology that is economically feasible.

What can the exhibitor do to help?

- Switch off the stand lighting if there is sufficient daylight or lighting in the exhibition hall.
- When leaving the stand in the evening make sure to switch off the lights.
- Switch off printers, copiers and computers and do not leave them in standby mode.
- Use energy-saving LED lamps and energy-saving equipment and appliances (e.g. fridge with energy efficiency rating A+++)
- Whenever possible, re-close hall doors and gates, or keep them closed (even in summer to save cooling energy).

■ 2. Traffic in the exhibition grounds, escape routes, safety equipment

2.1 Traffic regulations

To ensure the smooth flow of traffic during the assembly and dismantling times and the event itself, the rules concerning the regulation and direction of traffic and any instructions issued by security personnel are to be strictly observed. The provisions of the German Road Traffic Act apply accordingly throughout the exhibition grounds and on all car parks owned by NürnbergMesse. The speed limit within the exhibition grounds is 20 km/h.

Vehicle access to the service areas between the halls is not permitted outside the straight lanes, as these areas have basements. Unlawfully parked vehicles, trailers, containers, boxes and empty receptacles of any kind will be removed at the owner's expense and risk. The relevant information must be heeded.

Traffic and parking regulations: Parking in the immediate vicinity of the halls and especially in the loading yards and in front of the exits is prohibited for all types of vehicles for the duration of the event. During the assembly and dismantling periods, vehicles may only stop for loading and unloading at the designated parking spots. Vehicle access to the inner yard is not possible at any time. To prevent possible hindrance to the fire service, vehicles are to be removed immediately on completion of this work and can be parked on the designated parking areas.

Technical regulations Spielwarenmesse® 2019

The free parking areas for trucks are located in Steintribüne, only a few minutes' drive from the Nürnberg Exhibition Centre. Please follow the signs! Vehicle access to the loading yards during assembly and dismantling is only possible on payment of a deposit of EUR 100 (exception: trucks of 7.5 t or more during dismantling). The deposit will be refunded if the vehicle leaves the loading yard within the time limits stated below. Time limits during **assembly**:

- 1 hour for loading and unloading cars and vehicles up to 2.8 t.
- 2 hours for loading and unloading vehicles over 2.8 t.

Time limits during **dismantling**: Vehicle access to the loading yards on the last day of the event is not possible due to delivery of empty containers by the exhibition forwarding agents.

Access is possible:

- 1 hour after the end of the exhibition for cars and vehicles up to 2.8 t.
- 2 hours after the end of the exhibition for vehicles of 2.8 t to 7.5 t.
- 3 hours after the end of the exhibition for vehicles of more than 7.5 t.

Length of stay:

- 1 hour for loading and unloading cars and vehicles up to 2.8 t.
- 2 hours for loading and unloading vehicles from 2.8 t to 7.5 t.
- 3 hours (extension possible) for loading and unloading vehicles of more than 7.5 t.

The exact access times may vary and are notified at the entrance gates.

A. During assembly period

Unrestricted access is available for all vehicles, subject to compliance with Para. 1 (No parking areas).

With effect from 7:00 am on Thursday, 24 January 2019, access to the loading yards is only possible with a temporary permit obtainable on payment of a deposit of EUR 100. This temporary permit is valid for up to 1 hour for cars and up to 3 hours for trucks. The deposit will be returned if the vehicle leaves on time. **No refund is made if vehicles exceed the time limit.**

All vehicles (including trailers, vans, swap bodies, caravans and mobile homes) are to be removed from the exhibition site and from all parking areas in the exhibition centre by 2:00 am on Wednesday, 30 January 2019 (night before fair begins)! No exceptions can be granted!

All means of transport parked on the site after this time will be towed away without prior notice at the cost and risk of the vehicle owner and only released again on payment of the towing costs.

The exhibitor agrees to pay the towing costs for his own vehicles and any vehicles hired or ordered by him.

The above-mentioned vehicles can be parked free of charge on a separate truck park, the route to which is signed from the exhibition centre. Parking spaces will be assigned by the attendants on duty.

A shuttle bus will operate from the truck park to the exhibition centre daily between 9:00 am and 7:00 pm from Sunday, 27 January 2019 to Tuesday, 29 January 2019.

On Monday, 4 February 2019, the shuttle bus runs from the exhibition centre (stop in front of central (Mitte) entrance) to the truck park between 1:00 pm and 5:00 pm.

B. During the fair

Urgent deliveries can be approved by the fair management for 30 minutes until 9:00 am on payment of a deposit of EURO 100 (temporary permit). The exhibitor shall be liable for any unavoidable damage caused to the inside or outside of vehicles.

C. During dismantling period

After 7:00 pm, only **cars and delivery vehicles of max. 2.8 tons may enter the loading yards for 1 hour on payment of a temporary deposit of EUR 100**. This deposit will be refunded if the vehicle leaves within the specified time. Please issue your drivers with sufficient cash. After 8:00 pm, trucks up to 7.5 tons have unrestricted access to the site without payment of a deposit fee. Access to the loading yards for vehicles exceeding 7.5 tons and trucks with trailers is not permitted before 9:00 pm and depends on space being available.

2.2 Escape routes

2.2.1 Fire brigade zones, hydrants

Essential fire brigade access routes and unrestricted movement zones marked by no stopping signs must be kept free at all times. Vehicles and objects parked on rescue routes and safety zones may be removed at the owner's cost and risk.

The marked fire-fighting equipment in the halls and outside area are not to be obstructed, obscured or made inaccessible. Hydrants are not to be used for filling purposes (e.g. containers, basins etc.).

2.2.2 Emergency exits, escape hatches, hall gangways

The escape and emergency routes are to be kept free at all times (see 2.6). Any doors located in escape and emergency routes must be easy to open from the inside over their full width. Escape and emergency routes, exit doors and emergency hatches and their identification markings must not be obstructed, built over, blocked, covered by hangings or rendered unrecognizable.

At no time may the escape and emergency routes in the halls be restricted by objects placed in or projecting into them.

In the event of contravention Spielwarenmesse eG reserves the right to remedy the problem at the expense and risk of those responsible for the infringement.

Materials required for stand construction or exhibits delivered for immediate display in the stand space may be placed in the periphery of the hall gangway for a short time during the assembly and dismantling phases, provided the gangway widths required for safety reasons are still maintained and logistical interests are sufficiently taken into account. This requirement is regarded as fulfilled if the materials or exhibits are placed in a strip of maximum 0.90 m along the edge of the stand facing the hall gangway. Irrespective of the width of the hall gangway and the goods placed in the gangway, **a minimum width of 1.20 m must be kept free for access**. The areas in front of emergency exits and the junction areas of the hall gangways are to be kept clear of obstructions over their full width at all times.

The hall gangways must not be used to set up assembly areas or machinery (e.g. woodworking machinery, workbenches etc.). Spielwarenmesse eG may request immediate clearance of all hall gangway for reasons of logistics.

2.3 Safety equipment

Sprinklers, push-button fire alarms, fire extinguishing equipment, above-ground, underground or wall hydrants, smoke alarms, fire doors and self-closing doors and gates and other safety equipment, their markings and the green emergency exit signs must be accessible and visible at all times and must not be obstructed or made inaccessible.

2.4 Stand numbering

All stands will be marked with a stand number by the organizer if technically possible.

2.5 Security

The general supervision of the halls and outdoor area for the duration of the exhibition is provided by Spielwarenmesse eG. General supervision is also provided during assembly and dismantling times. Spielwarenmesse eG is authorized to carry out the necessary control and security measures. If a stand security guard is required, this must be ordered by the exhibitor himself using the Online Service Center. Stand guards may only be provided by the security company appointed by Spielwarenmesse eG.

Prevention of theft:

Incidences of theft in the Exhibition Center Nuremberg are comparatively rare. A continuing need to promote theft prevention measures is necessary to maintain this good reputation. This is achieved by Spielwarenmesse eG through security control and guarding measures.

These do not, however, apply to individual stands. Access to the halls during assembly and dismantling times is only permitted on display of special passes. Please support our efforts by observing the following instructions:

1. Assembly: Your stand should not be left unsupervised after exhibits have been delivered following stand assembly. Although halls are locked and guarded on completion of assembly, an additional stand guard is generally recommended, also for the nights during the event. You should certainly lock away valuable goods at night. Safes and lockable display cases can be rented from the ServicePartners. Your stand cubicle can also be supplied with a lockable door (to be ordered in the Online Service Center).

2. Dismantling: Do not leave your stand until valuable exhibits have been loaded or handed over to the forwarding agent. Should this not be possible for special reasons, please order a stand guard for the time between the end of the event and the start of dismantling your stand.

3. Opening times: Most thefts occur during opening times. Never leave your stand unattended, not even during the lunch period. Personal articles should be locked away. Especially exhibits liable to theft should be secured, e.g. with thin chains, nylon threads or presented in lockable display cases. The fair management of Spielwarenmesse eG will be pleased to advise on theft prevention matters. Spielwarenmesse eG reserves the right to impose special theft prevention

Technical regulations Spielwarenmesse® 2019

conditions on individual exhibitors. Please also check your insurance against theft. We recommend taking out an exhibition insurance policy. Spielwarenmesse eG appreciates your cooperation.

2.6 Emergency evacuation

Spielwarenmesse eG or the responsible authorities may order the closure and evacuation of rooms or buildings for safety reasons. Persons present in these rooms or buildings must comply with this request and evacuate the rooms or buildings via the marked emergency exits. Exhibitors must inform their staff of this procedure or if applicable draw up their own evacuation plans and display these on their stand. Every exhibitor must see to it that its stand area/event area is evacuated immediately upon request.

3. Technical details and equipment of halls and outdoor area

3.1 Hall details

Due to the different halls, this information is presented separately (see Instruction Sheet i4.1 "Technical data of halls", requestable at Spielwarenmesse eG, and the permissible point loads).

3.1.1 General lighting, power supply, voltage

The general lighting during the event in the halls is at least 300 lux measured 1 m above the hall floor; During assembly and dismantling, the exhibitor/stand builder must ensure an adequate level of light in the stand area. Available power supply and voltage on the exhibition grounds:

- Single-phase alternating current 230 Volt/50 Hz
- Three-phase alternating current 400 Volt/50 Hz
- Connections up to 63 Amp are protected by Residual Current Devices (RCD). Tolerances to DIN EN 50160.

3.1.2 Compressed air, electricity and water supply

In halls 1 – 12, 3A, 3C, 4A and 7A, compressed air, electricity and water for stands are usually supplied from the service ducts or shafts in the hall floor.

In halls with supports in the exhibition area (halls 3, 10.0, 10.1, 12), electricity can be supplied additionally from the terminal boxes located in the hall supports.

3.1.3 Communication facilities

Telephone, fax, data and antenna connections to the stands in all halls are supplied from the service ducts or shafts in the hall floor and must be ordered from the responsible ServicePartner (for further guidelines and conditions see Stands, technical equipment & services – Technical equipment – Communication in the Online Service Center. Exhibitors may only set up a WLAN (Wireless Local Area Network) if this has been expressly approved in writing by the Exhibition Services Department of NürnbergMesse GmbH (for further guidelines and conditions see Online Service Center section Stands, technical equipment & services – Technical equipment – WLAN).

3.1.4 Sprinklers

With the **exception** of halls **4A** and **7A**, halls 1 – 12 and 3A and 3C are equipped with sprinkler systems. These must have a safety clearance > 1.00 m at the top edge of the stand, exhibits or decorations for fire prevention and insurance reasons. The minimum safety clearance in closed rooms (e.g. conference rooms) is 0.70 m. Smaller clearances must be approved by Spielwarenmesse eG.

3.1.5 Heating, ventilation

The halls are equipped with ventilation systems and heaters. Heating, ventilation and cooling are provided as needed during the event. This may sometimes lead to stronger air flows at the exhibition stand.

3.1.6 Failures

Any failures in technical supplies are to be notified to the fair management without delay. Spielwarenmesse eG shall not be liable for any losses or damage caused by such failures and due to ordinary negligence.

3.2 Outdoor area

The outdoor area of NürnbergMesse consists of paved or asphalted traffic areas and uneven, mostly non-compacted ballast lawn areas or grown lawn areas.

During event opening times, the outdoor area is illuminated by general road and path lighting after dark. The necessary service connections are available at irregular intervals.

Please pay attention to Item 4.8 Outdoor area when making your plans. Generally, excavations and ground anchoring (e.g. ground stakes) are not admissible outdoors.

If you do not comply with these stipulations you will generally be responsible for all loss and consequences in the event of damage to piping and cables (even if you have received special approval from Spielwarenmesse eG). All material brought to the outdoor area must be removed and the area restored to its original state.

4. Stand construction regulations

4.1 Stand safety

Stands, including all equipment, exhibits and advertising media, are to be constructed with such stability as to pose no danger to public safety and order, especially to life and health.

The exhibitor is responsible for structural stability of all structures and exhibits and must provide proof of this if necessary. This also applies during assembly and dismantling.

Any threats to adjacent escape routes or stand areas must be ruled out by means of appropriate advance planning and the careful performance of work on site.

The load-bearing capacity of all components and materials must be assured. The overall stability must be assured by means of sufficiently stable materials and frictional connections. Pressed wood materials such as chipboard or fibreboard according to DIN EN 312-1 (P1, P2 and P3) may not be used for structurally supporting stand constructions.

Standing construction elements or special constructions (e.g. free-standing walls, tall exhibits and tall decorative elements, LED walls) that may tip over must be loaded with a minimum **horizontal equivalent distributed load of q_h** :

$$\blacksquare q_{h1} = 0.125 \text{ kN/m}^2 \quad (0 < h < 4.0 \text{ m})$$

$$\blacksquare q_{h2} = 0.063 \text{ kN/m}^2 \quad (h > 4.0 \text{ m})$$

The reference area here is the respective face area.

The certificates issued for this purpose (verifiable structural analyses) are to be submitted at the request of Spielwarenmesse eG.

In justified cases, Spielwarenmesse eG reserves the right to have the stand safety checked on site by a structural engineer at extra cost.

Stabilizing against neighboring stands or existing structures is not permissible. Stabilization by means of suspensions from the hall ceiling is also not permissible.

4.2 Approval of stand construction

Assuming that the technical regulations have been observed in the design and construction of the stand, it is not necessary to submit drawings for approval in the case of single-storey stands.

For a **stand space of 80 m²** or more, **two copies of the stand plans** must be submitted for examination to Spielwarenmesse eG without further request by not later than 15 November 2018.

For a **stand space of 400 m²** or more, **three copies of the stand plans without further request** by not later than 15 November 2018

We are pleased to offer this free service also for smaller spaces.

Spielwarenmesse eG's right to claim stand plans from each single exhibitor keeps unaffected. Please note that stand drawings can only be considered if they are received by 15 November 2018.

Furthermore, all other stand structures, mobile stands, special structures, etc. are subject to approval. See 4.2.1 and 4.2.3.

For technical approval procedures please contact Spielwarenmesse eG: Fair Management Department, standbau@spielwarenmesse.de

Time period for technical approvals:

Especially in the case of complicated approval processes, e.g. including additional official approval or inspections, please allow a processing time of up to six weeks after the complete documentation has been submitted to Spielwarenmesse eG. Processing within two weeks is only possible in exceptional cases providing we have the **complete** documentation and there is little complexity involved. The period specified applies to the issue of the approval and does not represent the event date. In the following paragraphs we use the phrase "by the specified deadline".

Definition of "technical approval":

Even if the technical approval has been given by Spielwarenmesse eG, this **does not exempt** you in principle from adhering to the Technical Regulations, unless a departure from the Technical Regulations was specifically part of the technical approval.

4.2.1 Inspection and acceptance of structures requiring approval

Dimensioned stand plans to a scale of not less than 1:100 with layout plans, views and if necessary seating plans must be submitted to Spielwarenmesse eG by the specified deadline (see 4.2). The stand construction is not permitted until the plans have been stamped as authorized.

For approval of:

- two-storey stand structures
- outdoor buildings (e.g. temporary structures).
Please note Item 4.8 Outdoor area.
- special constructions (climbing walls, carnival rides, etc.)
- cinemas or lecture rooms larger than 100 m²
- performance/stage area
- podium areas and walkable structures from a height of 0.20 m
- LED walls/video walls and their substructures or rigging materials

the following documents must be submitted in German in electronic form (pdf) by the specified deadline (see 4.2):

- a) Audited or auditable structural analysis to German standards
- b) Building specification with details of materials to be used
- c) Stand construction drawings in a scale of 1:100 (floor plans, views, sections), construction details in a larger scale
- d) Escape route plan with evidence of lengths and widths of emergency routes
- e) Items a), b) and c) are not required if a valid site inspection log/type test is submitted
- f) Seating plans, if applicable escape and emergency route plan (cinema and lecture rooms)

In the case of LED walls/video walls items d) and f) do not apply. The cost of the approval procedure will be charged to the exhibitor/stand construction company.

4.2.2 Vehicles and containers

Vehicles and containers used as exhibition stands in the halls and throughout the exhibition grounds and car parks must be registered and require written approval. When installing vehicles, containers and tents etc. within the halls, it may be necessary depending on their purpose, condition and location, to equip them with safety lighting, a sprinkler system, heat detectors or fire extinguishers. More detailed information is available in 4.4.2. Show and stage trucks in the outdoor area with retractable or sub-mountable trailer parts, extensions or stage elements also fall within the scope of application of the so-called "temporary structures" and must be additionally notified to the relevant authority and checked by it.

4.2.3 Modification of non-conforming components

Stand structures that are not approved and/or do not conform to the technical regulations or the law must be modified or removed by the exhibitor/stand builder if necessary.

If this is not done within the specified deadline, Spielwarenmesse eG is entitled to have the changes made at the expense and risk of the exhibitor. For good cause, especially in the event of serious safety deficiencies, the partial or complete closure of a stand may be ordered.

4.2.4 Extent of liability

Insofar as the exhibitor or the stand builder contracted by it does not observe the foregoing stand construction regulations, it shall be liable for all damage resulting from the infringement of the stand construction regulations.

In addition, the exhibitor or the stand builder contracted by it shall indemnify Spielwarenmesse eG for all third-party claims asserted by reason of the infringement of the foregoing stand construction regulations.

No claims for damages whatsoever may be asserted against Spielwarenmesse eG or its subcontractors due to the loss, damage or impairment of the submitted designs, models or other documents as a result of negligent action or omission, irrespective of the legal basis for such claims.

4.3 Construction heights

The minimum construction height is 2.5 m. The maximum construction height is 4.5 m.

The backs of any construction elements (e.g. partitions, advertising media, banners, company logos, etc.) facing neighbouring stands must be white, clean and impeccable in appearance above a height of 2.5 m and must not contain any text or graphics. Text and graphics are permitted if there is a minimum distance of 1 m to the neighbouring stand on each side of the construction element with heights from 3 m to 3.5 m and a minimum distance of 2 m to the neighbouring stand with heights from 3.5 m to 4.5 m.

4.4 Fire prevention and safety regulations

4.4.1 Fire protection

The halls are equipped with fire alarm and automatic fire extinguishing systems. If these fire protection systems are impeded due to stand

structures, the release of gases, activities that generate fire, smoke and heat, appropriate mitigating measures are necessary and are to be agreed with Spielwarenmesse eG beforehand (see 4.2). Safety equipment such as fire extinguishers, fire alarms, fire hydrants and associated signage, as well as the emergency exit pictogrammes in the hall, must not be built over or otherwise obstructed or concealed.

The Nuremberg Public Affairs Office (Ordnungsamt) is responsible for events governed by the Trade Regulations. The technical acceptance of the event is carried out by a representative of the Nuremberg fire brigade, a representative of the Public Affairs Office and a representative of the operator (person responsible for event technology) and if necessary a representative of the organizer.

In all cases of doubt concerning fire prevention matters, exhibitors are recommended to contact the Spielwarenmesse eG.

The trade inspectorate and regulatory authorities, police, fire brigade, the event director or the event equipment director of NürnbergMesse and representatives of NürnbergMesse (Exhibition Technology Department) and the organizer's representatives are entitled to issue instructions as part of safety regulations. Their representatives are to be granted access to the safety equipment and technical facilities at all times.

4.4.1.1 Stand construction and decoration materials

In general, no materials that are readily flammable, drip on burning or produce toxic gases, or other smoke-forming materials like most thermoplastics e.g. rigid polystyrene foam (PU foams, Styropor, Styrodur, EPS, XPS etc.), PVC or similar may be installed at exhibition stands. On a case-to-case basis, special requirements (like non-flammability) may be imposed on load-bearing structural parts for reasons of safety.

Structurally necessary and/or load-bearing fixings may only be made of non-flammable fixing materials. Decoration materials, embellishments, furnishings and also floor covering, banners and curtains must as a minimum meet the categories flame retardant (B1) and must not drip on burning, as per DIN 4102-1 with limited smoke development and/or as per EN 13501-1 as minimum Class B/C – s2, d0. A test certificate detailing the construction material class, fire, smoke and droplet-forming behaviours of the material used must be kept at the exhibition stand from the assembly period onwards. In addition, samples of the materials used must be kept on hand for a fire test on site. In specific cases, decoration materials with a normal combustibility rating may be used in certain areas if the method of installation (e.g. display cabinets) provides adequate protection against catching fire. Cuttings of trees and plants may only be used for decoration purposes in a green condition. Should they dry out during the event and become easily ignited (DIN 4102 B3), they must be removed. Trees should be free of branches up to approx. 0.50 m above floor level. The use of deciduous and coniferous trees is permitted only if they have moist, potted roots. Bamboo, reeds, hay, straw, bark mulch, wood chips or similar materials do not meet adequately the abovementioned requirements and are therefore not permitted.

Absorbent natural materials in natural fibers such as jute bags, woven and knitted fabrics or similar do not generally have "low flammability" and may only be used if treated with a suitable flame retardant impregnation.

Construction and decoration materials such as wooden pallets, boxes or baskets whose design and surface properties represent a high fire load are generally not admissible. Any fire protection measures such as treating the surfaces and additional fire-proof coatings must be registered on beforehand to Spielwarenmesse eG using form "fire prevention". Further requirements for glass and acrylic glass materials are specified in 4.4.3.

"Flame resistant" properties can be achieved retrospectively for some of these materials by treating them with an approved flame inhibiting agent. A certificate confirming that the material is flame resistant or that impregnation has been carried out in accordance with the regulations must be available for inspection on the stand at all times.

Flame-inhibiting impregnation of materials can be ordered from our ServicePartner Messebau Wörnlein GmbH or Messebau :mesomondo GmbH.

Flame-inhibiting impregnation:

Messebau Wörnlein GmbH	Messebau :mesomondo GmbH
Messezentrum 1	Messezentrum 1
90471 Nürnberg	90471 Nürnberg
Tel. +49 911 817449-0	Tel. +49 911 400835-0
Fax +49 911 817449-25	Fax +49 911 400835-29
info@woernlein.de	info@mesomondo.de

Liability can only be accepted for impregnation if the material to be impregnated is an absorbent natural fiber.

4.4.1.2 Exhibition of motor vehicles

The exhibition of vehicles must be notified to Spielwarenmesse eG using form "fire prevention", stating the number and type of vehicles involved, and must be approved.

For all vehicle types a sufficient number of suitable hand-held fire extinguishers (to EN 3) must be kept in readiness at the exhibition stand. Spielwarenmesse eG reserves the right to take additional measures. During the actual exhibition, vehicles must not be moved on the stand area or hall entrance.

Vehicles must be positioned in such a way that no vehicle parts, extensions, vehicle doors or other moving components protrude into the hall gangways.

Vehicles with internal combustion engines

The content of vehicle fuel tanks is to be reduced to the amount necessary for driving into and out of the hall (the low fuel warning lamp must be on); the tank cap is to be locked. Powering the vehicles via the starter battery is possible if it can be ensured that no dangerous gases will be produced (e.g. in the case of gel batteries if the contacts are shockproof and the starter motor is permanently isolated from the battery). Further safety measures such as inertization of the fuel tank, disconnecting the battery and/or posting security guards may be necessary, depending on the event and the vehicle location (e.g. foyer areas, entrances, fire brigade access roads or assembly rooms). Combustion engines may not be demonstrated in operation in the halls. Fuels must not be stored at the stand. The refuelling of vehicles in the hall is prohibited.

Vehicles with electric or hybrid motors

In the case of hybrid vehicles the tank must also be largely empty and closed. In vehicles with electric motors, the drive batteries are to be disconnected from the transmission at the safety switch (main switch) or service connector in accordance with the manufacturer's. High-voltage batteries have to be disconnected and in a non-critical state. The exhibitor must be able to prove and explain the absence of voltage on location. Charging processes are not allowed in the exhibition halls.

Vehicles with gas-powered engines

In gas-powered vehicles, the pressure vessel must be empty as far as possible. Care should be taken to ensure that a low residual pressure remains in the vessel so that there is no danger of explosive gases forming if air penetrates (see 5.7).

Vehicles with fuel cells or alternative drives

Vehicles with fuel cells or other types of drive are considered separately. However, it should generally be noted that the tank content must be reduced to the amount necessary to drive in and out (the reserve light on the tank display must be on).

4.4.1.3 Explosive substances

Explosive substances are governed by the German Explosives Act and may not be exhibited at trade fairs and exhibitions. This also applies to munitions as defined in the German Firearms Act and to pyrotechnic objects.

4.4.1.4 Pyrotechnics

Pyrotechnic demonstrations require approval of Spielwarenmesse eG. Spielwarenmesse eG is under no obligation to grant its approval. If pyrotechnic effects are to be used on the NürnbergMesse grounds, the exhibitor/organizer must obtain approval from the responsible Public Order Office, the Trade Inspectorate and the Nuremberg fire brigade not later than 4 weeks before the actual date of the event. A copy of the approved application is to be submitted to NürnbergMesse by not later than 2 weeks before the start of the event. The license for the articles is shown on the respective packing unit. Instructions must also be printed on the package in German.

Pyrotechnic objects without a certificate of conformity or fireworks of Categories II, III or IV are not approved. Pyrotechnic objects may only be used when they have a CE label and a registration number. The previous BAM approval symbol lost its validity on 3 July 2017. Proof of the holder of the license and certificate of competence is to be submitted to Spielwarenmesse eG. (see Instruction Sheet i4.5 "Pyrotechnic displays/activities involving fire hazards", requestable at Spielwarenmesse eG).

4.4.1.5 Balloons

The use of balloons filled with safe inert gas in the halls and outdoor area must be approved by Spielwarenmesse eG. Insofar as the use of balloons has been approved by Spielwarenmesse eG, they may only be filled with non-flammable and non-toxic gases and must be structurally firmly anchored within the city limits. In addition, the maximum construction height specified for each event must be observed. Depending on the balloon size, placement and installation type,

the fire protection requirements of Item 4.4.1.1 must also be observed. The distribution of gas-filled balloons is basically not permitted.

4.4.1.6 Flying objects

The use of flying objects (e.g. drones, quadcopters, airships etc.) is generally not allowed in the halls and outdoor areas. Exceptions require the prior written authorization of the relevant authorities and the written approval of Spielwarenmesse eG (see contact details in 4.2).

Insofar as the use of the flying objects has been authorized by Spielwarenmesse eG, the requirements pursuant to the **German Regulation on the Operation of Unmanned Aerial Vehicles** dated 30 March 2017 must be strictly observed. This includes specifically the proof of corresponding owner's liability insurance and the necessary operator certification. In some cases the use of airspace may require permission from the relevant aviation authority. In addition, all flying objects with a take-off weight of more than 0.25 kg must bear the name and address of the owner using a permanent, fireproof marking method.

In general, it must be remembered that the grounds of NürnbergMesse are within the air traffic control area of NUREMBERG AIRPORT, so that there is a general flight ban. The unrestricted operation of flying objects above crowds of people, and at a distance of less than 100 m to the side of them, is prohibited in principle. By way of derogation, structural partitions may be necessary to close off the flying area from freely accessible areas in order to demonstrate or operate flying objects following approval by Spielwarenmesse eG. The necessary measures are to be agreed on beforehand with the specified contact persons and are subject to approval.

4.4.1.7 Fog machines

The use of fog machines or hazers is subject to arrangement with Spielwarenmesse eG. Spielwarenmesse eG will charge the organizer or responsible entity for the cost of substitute measures if firefighting appliances must be deactivated before operating a fog machine. The organizer and/or person responsible will be charged for the cost of calling out the fire brigade if the fire alarm system is set off without prior consultation with Spielwarenmesse eG. Further information can be obtained from Instruction Sheet i4.6 "Use of fog machines".

4.4.1.8 Ashbins, ashtrays

There is a total smoking ban in the halls, stands and empty areas during assembly, dismantling and the trade fair itself.

If the smoking ban has been lifted for the stand or parts of the stand (does not apply to assembly and dismantling), an adequate number of ash bins or ashtrays of non-combustible material must be provided and emptied at regular intervals.

4.4.1.9 Waste and recycling material containers

Bins provided on the stands for waste and recyclable materials are to be made of non-combustible materials only. These bins are to be emptied regularly and not later than every evening after closing time. Should larger quantities of combustible materials accumulate, these are to be disposed of several times a day. Readily flammable materials and waste like wood shavings, wood scraps, sawdust and the like must be kept in sealed containers. If such waste occurs during product demonstrations it must be ensured that it can be stored in closed containers immediately after the demonstration. The work areas must be designed so that such waste does not occur on traffic areas. If wood is machined during the exhibition and/or sawdust extractors or silos are used, the rules set out in Item 5.2 must be observed. The use of the waste described above for decoration purposes is prohibited. Waste disposal can be ordered at extra cost from the ServicePartners of Spielwarenmesse eG using the Online Service Center.

4.4.1.10 Spray guns, solvents

The use of spray guns and substances and paints containing solvents is prohibited in all halls.

The use of

- combustible liquids, including for cleaning purposes
 - materials releasing toxic vapors and
 - substances hazardous to the environment
- is prohibited.

4.4.1.11 Abrasive cutting and all other work using naked flame

All welding, cutting, soldering, thawing and abrasive cutting work must be notified to Spielwarenmesse eG in writing for approval before commencement of the work. The approval of this work is granted by Spielwarenmesse eG in the form of a permit for work involving dust, smoke,

Technical regulations Spielwarenmesse® 2019

welding and heat. The adjacent area is to be adequately protected from hazards during this work. Suitable fire extinguishers and VDS approved fire blankets must be available for use in the direct vicinity. In addition, a fire safety guard can be arranged at extra cost via the Online Service Center. Due to the particular risk potential during assembly and dismantling, we recommend designing your stand so that such hazardous work is avoided or can at least be done outside the hall.

The authorization can only be issued on time if the relevant application is submitted in good time to Spielwarenmesse eG.

Actions involving fire hazards or work involving heat during the event require the written approval of Spielwarenmesse eG and are only permissible when they are absolutely necessary for the presentation of exhibits. Spielwarenmesse eG is under no obligation to grant its approval.

4.4.1.12 Empty packaging/storage of materials

The storage of empty packaging of any kind (e.g. packaging and packing materials) inside or outside the stand, in the halls or in the loading yards is not permitted. Empty packaging is to be removed without delay. Collection and storage can be ordered at extra cost from the ServicePartners of Spielwarenmesse eG using the Online Service Center.

If the exhibitor does not comply with a request to remove material stored in contravention of the rules or does not remove empty packaging immediately when asked, Spielwarenmesse eG reserves the right to have it removed at the cost and risk of the exhibitor.

4.4.1.13 Fire extinguishers

At least one fire extinguisher conformant with DIN EN 3 (see Instruction Sheet i4.7 Fire extinguishers) with at least 10 extinguishing agent units (EAUs) must be kept on hand on exhibition stands/event areas larger than 100 m² during assembly and dismantling and the event itself. Only water or foam extinguishers with an up-to-date test label may be used. Powder extinguishers are only admissible for demonstrations using combustible gases.

It is recommended that, as far as possible, a water or foam extinguisher be used, since if a powder extinguisher is used, there is a risk that adjoining stands may need to be cleaned afterwards as the emerging jet of powder cannot be controlled. These costs will be charged to the party causing the need for cleaning. In general, a suitable fire extinguisher must be available for electrical distribution boxes with a total power rating of 6 kW and up. To ensure the easy handling of the fire extinguishers, we recommend that you choose fire extinguishers that do not exceed a weight of 12 kg per extinguisher. Suitable fire extinguishers (kitchens: Class A, B, F, storage areas Class A, B) are to be available at stands with kitchens and storage areas. In two-storey stands, a fire extinguisher must additionally be kept in each stairway on the second storey. All fire extinguishers must be placed in highly visible and continuously accessible locations in such a way that they cannot topple over, and must be labelled in accordance with ASR A1.3. Suitable tested fire extinguishers can be rented via our ServicePartner Wörnlein (see 4.4.1.1). Spielwarenmesse eG reserves the right to charge for used or damaged fire extinguishers taken from wall hydrants.

4.4.2 Stand roofing

The ceilings of all stands in halls equipped with sprinklers must be of open design to avoid impairing the operation of the sprinklers. Ceilings are regarded as open if not more than 30 % (CEA 4001 S) of each square meter of the ceiling area is closed. This also applies to conference rooms, catering areas and reception rooms.

Sprinkler-compatible ceilings with an untensioned mesh size of minimum 2 x 4 mm, or 3 x 3 mm, and a web width of maximum 1 mm are approved up to a ceiling area of 30 m². Ceiling areas can be added up. The fabric covering is to be braced horizontally and as a single layer only. Sagging of the fabric covering is to be prevented. Alternatively, the sprinkler compatibility can be demonstrated by means of a valid VdS certificate.

The closed area of single-storey stands is not to exceed 30 m².

For closed areas larger than 30 m², a suitable number of sprinklers and, in smoke-monitored halls (H4A, H7A, H11), differential heat detectors must be installed by the responsible ServicePartner. Exceptions are possible in individual cases. Several closed ceiling areas up to 30 m² in one exhibition stand are possible, provided that there is a minimum distance of 3.00 m between the individual ceiling areas. So as not to exceed the maximum surface area of 30 m² when adding up several ceiling areas, a distance of minimum 1.50 m to the stand limits must be observed. Any reduction of the 1.50 m distance (e.g. to passageways) has to be authorized by Spielwarenmesse eG.

The ceiling areas, like sprinkler gauzes and fabrics, must be categorized as a minimum as flame retardant (not readily flammable) (class B1) and must not drip on burning, as per DIN 4102-1 with limited smoke development and/or as per EN 13501-1 as minimum class B/C – s2, d0. A test certificate on the construction material class, fire, smoke and droplet forming behaviors of the material used, and/or the VdS certificate, must be kept at the exhibition stand from the assembly period onwards. In addition, samples of the materials used must be kept on hand for a fire test on site.

All kitchens and stores **must have** open ceilings. In exceptional cases, sprinklers, and in smoke-monitored halls VDS-certified differential heat detectors, must be installed by the responsible ServicePartner. Sprinkler-compatible ceiling materials with a current VDS test certificate are admissible.

In the case of rooms, tents, containers, vehicles and similar enclosed on all sides and with closed ceiling areas, it may be necessary, depending on their purpose and condition, to fit them with a sprinkler system or heat detectors, even if the ceiling area is less than 30 m². In addition, it must be ensured that these enclosed rooms/ areas are equipped with suitable emergency lighting (see 5.3.5). Such installations and rooms must be inspected and authorized in advance by Spielwarenmesse eG (see contact details 4.2). All fully enclosed reception and lecture rooms that have no visual or acoustic contact with the hall must be fitted with appropriate alarm systems (see 4.4.4).

More information on sprinkler-compatible ceiling materials is provided in the instruction sheet "Installation of sprinkler-compatible ceiling materials" i4.2.

For two-storey stands see item 4.9.2.

4.4.3 Glass and acrylic glass

Only safety glass suitable for the intended purpose may be used.

For glass structures (floors, balustrades, facades and ceilings) please observe instruction sheet i4.8 "Glass in stand construction".

The edges of glass sheets must be finished or protected to reliably prevent risk of injury. Stand components made of glass only are to be marked at eye level.

Wall panels or supports in glass have to be designed to be loadfree, i.e. roof structures or similar projecting elements have to be supported on beams or walls and structurally stable, without the loads being carried by glass panes or supports used (including glass cabinets).

Acrylic glass must at least meet the requirements of DIN 4102, B1 or DIN EN 13501, B/C – s2, d0 and must not drip on burning. In addition, the acrylic glass must generate minimal smoke (s1 or s2 to DIN EN 13501).

4.4.4 Reception rooms/inner rooms

All reception rooms, lecture rooms, etc. that are closed on all sides (closed rooms) and have no visual or acoustic contact with the hall must be equipped with a visual and acoustic alarm system to ensure that an alarm can be sounded on the stand at any time.

This also includes display areas without a clear view of the hall in some parts due to structures or exhibits.

Alternatively, all fully enclosed rooms (e.g.: cubicles, meeting rooms, offices etc.) which have acoustic contact with the hall, can be provided with a line of sight into the hall via the exhibition stand.

The visual contact should be designed so that when anyone is in the enclosed room they still have an unencumbered view when sitting or standing. A window 0.20 m wide and 0.80 m high is recommended as a suitable size for the field of vision.

If it is not possible to see the hall via the stand (because the view is blocked by structures, walls, exhibits, etc.), technical measures must be taken to compensate for this. In rooms enclosed on all sides, care must be taken to ensure an adequate level of light to allow for safe orientation also in case of a power outage. If necessary, suitable safety lighting must be provided (see Item 5.3.5).

Technical measures to compensate for a restricted line of sight are subject to approval and must be notified in advance to the Spielwarenmesse eG.

Reception rooms and lecture rooms etc. with a **floor space exceeding 100 m²** or that

accommodate more than 200 people (see Item 4.2.1), require special approval. Seating is to be provided in accordance with § 10 of the Venue Regulations (VStättV) and drawn into an escape and emergency route plan in accordance with § 32.

Inner rooms (rooms that can only be left via other rooms) are not permitted.

4.5 Exits, escape routes, doors

4.5.1 Exits and escape routes

The distance from any point on a stand space to a necessary hall gangway must not exceed 20 m walking distance (§7 VStättV).

This also applies to a two-storey stand.

Reception rooms with a floor space exceeding 100 m² must have at least two exits to escape routes and these must be positioned opposite each other and as far apart as possible.

The following minimum number and inside widths of escape routes (exits, stairs and corridors) are to be provided:

- up to 100 m² room area and less than 100 people:
1 escape route, 0.90 m wide
- over 100 m² room area and less than 200 people:
2 escape routes, each 0.90 m wide
- more than 100 m² room area and more than 200 people:
at least 2 escape routes each 1.20 m wide

Escape route widths are to be graduated only in 0.60 m increments per 100 people. The escape and emergency routes are to be marked as per ASR 1.3 and/or DIN EN ISO 7010, DIN EN 1838 and DIN 4844-1 (German Workplace Regulations).

It must be possible to open the doors of these exits from the inside in the escape direction at all times during the event and these doors must not protrude into the hall gangway. A suitable recess must be provided in all cases.

4.5.2 Doors

Swinging doors, revolving doors, code-operated doors and sliding doors may not be used along escape routes. Doors and door systems in escape routes must open smoothly at all times to their full width from the inside to the escape and may not have door sills or stumbling hazards. Escape doors must not impair or restrict escape routes or hall gangways.

4.6 Platforms, ladders, stairs, catwalks

Areas generally accessible to pedestrian traffic and directly adjacent to areas 0.20 m lower are to be enclosed by railings/balustrades. They must be at least 1.10 m high and consist of at least a top band, centre band and bottom section. Safety devices must be suitably designed to prevent the risk of objects being placed on them and falling into areas below. The separation between the parts of the railings must not exceed 0.12 m in any direction.

For platforms, a verifiable structural analysis with load capacities to DIN EN 1991-1-1/NA:2010-12 Table 6.1DE [Cat. C] is to be provided as detailed below and submitted to Spielwarenmesse eG by the specified deadline (see 4.2):

$q_k \geq 3.0 \text{ kN/m}^2$ Perpendicular load for limited use by trade fair visitors.

$q_k \geq 5.0 \text{ kN/m}$ Perpendicular load for freely accessible areas and/or unrestricted use.

$q_k = 1.0 \text{ kN/m}$ Horizontal load at rail height.

Costs will be incurred for the inspection and approval of this special structure and will be billed to the exhibitor/stand builder.

Accessible single-level platforms must not be higher than 0.20 m. The area underneath platforms and podiums must not be used for storage. They must be designed to be fire load free. Hollow spaces of platforms with a height of less than 0.20 m, can be excepted from monitoring by the fire alarm system. Hollow spaces of platforms with a height of more than 0.20 m, which accommodate an automatic turntable, or an accumulation of cables and/or electrical distributors, must be monitored by VDS certified smoke detectors.

Installation must be done by the Spielwarenmesse eG ServicePartner. Moving parts such as escalators or revolving stages are subject to the prior approval of Spielwarenmesse eG.

Stairs 1.20 m wide have to have handrails on both sides. Stairs more than 2.40 m wide need central handrails.

Handrails must be continuous and allow for a firm grip. Handrails must be designed in such a way as to exclude any risk of accidents and allow for a firm grip. The ends of the handrails must be designed in such a way that it is not possible to hang from them or slide off of them.

Ladders, stairs and catwalks must conform to the accident prevention regulations (German DGV Information 208-016), formerly BGI 694).

4.7 Stand design

4.7.1 Appearance

The exhibitor is responsible for the design of the stand, which must be in keeping with the typical exhibition criteria for Spielwarenmesse®. Spielwarenmesse eG is entitled to specify changes to the stand design in this connection. The design of stands and presentation of exhibits must ensure an open approach to customers.

At least 70 % of the sides of the stand facing gangways must be open. Stands that adversely affect the overall image of the fair or the hall will not be accepted by the fair organizer. The same applies to inadmissible advertising. The exhibitor is responsible for laying a uniform covering on the floors of the stand.

The stands must be joined as closely as possible and without loss of space. The allocated stand space must not be exceeded. If the exhibitor or his appointed stand construction company fails to comply with the stand construction regulations or other legal provisions, the exhibitor shall be liable for all damage resulting from the violation of these provisions. The extent of damage will be determined by an assessor appointed by the fair organizer. The assessor's findings shall be binding on both parties.

Fittings and structures on corners of the stand area that border on visitor walkways must be designed in such a way as to exclude any risks. In particular, stumbling hazards in the form of platforms or raised floors must be avoided at freely accessible stand corners, especially in the case of tapered stand areas.

The use of products made by exploitative child labor within the meaning of ILO convention 182 is prohibited for stand design and equipment.

4.7.2 Verification of rented area

The rented area is marked out by Spielwarenmesse eG. Every exhibitor is obliged to obtain information about the location, dimensions and possible structures in this area by visiting the site. The exhibitor must expect minor deviations in the size of the stand. These are due to variations in the thickness of the stand partition walls and may be up to 5 cm in front and depth. The corners are marked. No responsibility can be accepted for the correctness of the dimensions. The supply points inside the stand space must remain accessible. Any pillars, wall projections, stand partition walls and fire-fighting equipment are part of the allocated stand space.

The supply grid for electricity, compressed air, water and telecommunications is shown on the hall plans sent to exhibitors. The supply ducts are not to be opened by exhibitors or obstructed by stand structures.

The stand boundaries must be adhered to. Lighting fixtures or signs must not project out into the halls from the stand boundaries.

Machines and other exhibits must be positioned so that there is enough space for exhibitors to demonstrate them on their own stand area. Provision must be made for the necessary safety barriers or enclosures in this conjunction. Every exhibitor/stand builder is obliged to verify the proper condition of the stand area before starting to assemble the stand. Any damage must be shown to the Facility Service without delay before starting to build the stand. Any such deficiencies not recorded will be rectified after the event at exhibitor's cost.

4.7.3 Interference with building fabric

Hall parts and technical equipment must not be damaged, soiled or altered in any other way (e.g. drilling, nails, screws). Painting, wallpapering and the use of adhesives are also prohibited.

Hall parts and technical equipment must not be used to support loads from stand structures or exhibits.

However, hall pillars and supports inside the stand space can be adapted provided they are not damaged and the permissible construction height is not exceeded.

Installations on the hall pillars, walls and technical equipment must be freely accessible. If necessary inspection ports must be provided by the exhibitor building the stand.

If floor anchors are necessary please observe 4.7.4.

4.7.4 Hall floors

Carpets and other floor coverings are to be laid so as not to cause accidents and must not extend beyond the stand limits. Floor coverings in exhibition stands may only be fastened with adhesive tape, which must later be removed without a trace.

In general, all materials used must be removed without trace. Substances such as oil, grease, paint and similar must be removed from the floor immediately. Hall floors are not to be painted or glued.

Spielwarenmesse eG reserves the right to pass on the cost of repairing damage to the hall floor and removing soiling to the person responsible.

Carpets and other floor coverings in the exhibition areas have to be flame retardant to DIN 4102 B1 or EN 13501-1 Class Cfl as a minimum. A certificate verifying the building material class of the material used must be kept at the exhibition stand.

If high-pile carpet or floor coverings are made from synthetic grass, the fire and smoke behavior (according to EN 13501) in combination with the requirements for laying and installation must be taken into account since these floor coverings generally do not meet fire protection requirements. Due to their burning and dripping behaviour, floor coverings may not be installed on walls or above people. Further requirements regarding the necessary fire behavior are provided in 4.4.1.1. When using loose material or bulk solids (earth, sand, organic material etc.) the hall floor must be covered and protected from dirt and liquids. Dust development and distribution are to be counteracted using suitable means. During trade fair operations loose material must be prevented from getting onto the traffic areas. Anchors and fixing of stand structures in the hall floor are not allowed. The fixing of exhibits using floor anchors is only permitted in justified exceptional cases and with the written permission of Spielwarenmesse eG. Exhibitors do not have a right to install and use floor anchors. Applications must be submitted on time (see 4.2) with scale plans showing the location, type of anchor, loading at the anchor and drilled hole diameter plus the number of anchors. The exhibitor must provide written evidence that the exhibit is also stable during operation. Tensile forces at the anchor are not permitted. The number of anchors must be limited to the quantity absolutely necessary. Spielwarenmesse eG reserves the right to lay down the materials to be used for anchors. If impermissible materials are used or if floor anchors are installed without the written approval of Spielwarenmesse eG, these will be removed at the exhibitor's expense (flat-rate repair cost of EUR 250 – net price per floor anchor) and risk by Spielwarenmesse eG. Any heavy-duty anchors, screws or anchor bolts must be removed by the exhibitor or its representative during dismantling; care should be taken to ensure that anchor bolts are twisted out and may not be cut off flush. If this requirement is not observed, the exhibitor shall be liable for consequential damage. Spielwarenmesse eG is entitled to remove any heavy-duty anchors, screws or bolts left in place at the exhibitor's expense and risk. Stand structures that are not approved, or which do not comply with the Technical Guidelines or the current state of the art, must be modified or removed if required. If this is not done on time, Spielwarenmesse eG is entitled to carry out the changes itself at the exhibitor's expense or to prohibit the use of the exhibits. Only the relevant ServicePartners of NürnbergMesse are permitted to use supply ducts and floor shafts.

4.7.5 Suspending objects from hall ceilings

It is possible to hang objects from the facilities provided for this purpose in accordance with the relevant regulations DGUV Regulation 17 (formerly BGV C1) and the applicable exhibition technology standards (SQ P1 to SQ P3) (see Instruction Sheet i4.9 "Suspension points, trusses and lifting equipment", requestable at Spielwarenmesse eG). This also applies to pre-rig trusses, elevated truss systems (e.g. ground support), tripods and other constructions.

4.7.5.1 Provision of suspension points

The provision of suspension points and modification of suspension carried out exclusively by Spielwarenmesse eG through its appointed ServicePartners. The suspension point will be provided for the exhibitor in the desired position in the space above the stand if structural conditions permit.

The number of possible suspension points in the halls depends on the stand size and the grid of the hall ceiling. The stipulated heights for construction and advertising must be observed.

Suspension points incl. installed equipment are to be mounted with a residual clearance of at least 2.50 m below them.

The ServicePartner of Spielwarenmesse eG checks the feasibility of the desired suspension points using the documents submitted and reserves the right to have the suspension loads and the rig used inspected by a structural engineer. This inspection is subject to a fee, which is charged to the **exhibitor or person ordering** the suspension points.

The maximum **vertical structural load capacity** of each suspension point is 25 kg (0.25 kN) for halls 1, 2, 3, 4, 5, 6, 7, 8, 9, 10 and 12 and the separation between suspension points in halls 1, 2, 3, 4, 5, 6, 7, 8, 9, 10 and 12 must not be less than 1.00 m. The maximum **vertical structural load capacity** of the available suspension points in halls 3A, 3C, 4A, 7A and 11 is 240 kg (2.4 kN).

Higher loads are only possible on request and require written approval by Spielwarenmesse eG.

If the ordered suspension point is not below an existing suspension point or under the beams of the hall roof structure, the suspension point will be provided by using a pre-rig. The end of each suspension point (transfer point) is to be notified beforehand to the responsible ServicePartner using the order form.

The use of "bridles" at suspension points in the hall is not permitted on the exhibition site.

In the case of complex systems (statically indeterminate systems, generally more than single-span girders) a load plan must be submitted showing the total load and all concentrated and section loads. Spielwarenmesse eG reserves the right to request the installation of load measurement systems for statically indeterminate systems. The load measurement systems are to be supplied, installed and operated exclusively by SPIE SAG GmbH. Load measurement systems are provided at extra cost, which will be charged to the exhibitor.

Please note that the use of load cells can reduce the maximum suspension height by up to 50 cm.

For technical or organizational reasons, suspension points above the exhibition stand may already have been prepared or installed for subsequent events. The exhibitor/stand builder must not use or modify these suspension points.

4.7.5.2 Attaching objects to suspension points

The objects to be suspended (lighting bars, spotlights, projectors, loudspeakers, etc.) may only be mounted by the exhibitor's own skilled staff, approved contractors **or the ServicePartner** in accordance with legal standards in force and current engineering practice. When selecting the skilled personnel on site or the supervising person (coordinator), the provisions of the current guidelines as per DGUV regulation 17 (formerly BGV C1/GUV C1), the DGUV Information Sheet 215-310 (formerly BGI 810) and in accordance with IGWV SQ Q2 (formerly VPLT SR3.0) must be observed. Evidence of the required qualifications must be carried.

When installing lighting trunking systems the associated spotlights and accessories must also be provided with an adequately dimensioned secondary fuse in accordance with the latest engineering practice (DGUV Information Sheet 215-313, formerly BGI 810-3).

Further information on approved and non-approved attachment gear, load-bearing lines, load-bearing equipment, fasteners, rope terminations and lifting equipment can be obtained from **Instruction Sheet i4.9 "Suspension points, trusses and lifting equipment"**.

The regulations listed below must also be observed for safety reasons.

The following are prohibited:

- Suspension points used for securing stand components or exhibits (stand components or exhibits must stand securely on their own)
- Suspended constructions with a rigid or non-positive connection to the hall floor (structures with an additional connection to the roof supporting system as a result of suspension points)
- The use of bridle suspension points

4.7.5.3 Use of truss systems

The use of trusses, rigs and truss systems is governed by the requirements and implementation instructions of DGUV Regulation 17 (formerly BGV C1/GUV C1), DGUV Information Sheet 215-313 (formerly BGI 810-3) and the industry standard SQ P1. This is independent of the type of use of the trusses, rigs or truss systems, which can be hung, moving or ground-supported.

The use of trusses, rigs and truss systems outdoors is governed by the requirements for "temporary structures" (German FIBauR) (Code of practice for design and construction/DIN EN 13814 – Temporary structures and systems for event venues and safety in amusement parks).

For rigs that cannot support the load of a single-span girder (girder/truss on two supports or two suspension points), evidence of structural strength may be requested at the exhibitor's cost.

The data sheets must be enclosed for the trusses used. If temporary structures are used, the building permit (Baubuch) must be carried. Conductive parts must be included in the measures to protect against direct contact by providing additional equipotential bonding (see also 5.3.3).

4.7.5.4 Use of lifting equipment

The use of lifting equipment (electric chain hoists, manual chain hoists, etc.) is only possible in halls 3A, 3C, 4A, 7A and 11 and requires prior approval by Spielwarenmesse eG.

The use of lifting equipment (electric chain hoists, manual chain hoists, etc.) in halls 1, 2, 3, 4, 5, 6, 7, 8, 9, 10 and 12 is strictly prohibited!

The use of lifting equipment is governed by the requirements and implementation instructions of DGUV Regulation 17 (formerly BGV C1/GUV C1), DGUV Information 215-313 (formerly BGI 810-3) and the industry standard SQ P2.

A suitable rope termination (e.g. ring or rope socket) must be provided. Wire rope fasteners (holders, sliders) are only designed for static loads and must not be used in conjunction with lifting gear.

Technical regulations Spielwarenmesse® 2019

Secondary safety devices must be provided for all lifting equipment and slings (polyester round slings) in accordance with the latest engineering practice. The use of lifting gear must be advised when ordering suspension points!

4.7.5.5 Electric chain hoists

Electric chain hoists may only be used in halls with heavy duty suspension devices (halls 3A, 3C, 4A, 7A and 11). The use of this lifting gear is subject to the Requirements for Electric Chain Hoists in Event Technology (IGVV SQ P2).

The dead weight of the electric chain hoists and dynamic coefficients must be taken account of in the load plan so as not to overload the slinging points and slinging material.

The contractor must subject the hoists to an annual inspection. The test certification mark must be affixed to a visible location on the lifting equipment and the test documentation has to be available on site at all times. This inspection does not replace the inspection by an officially appointed expert every four years.

4.7.5.6 Manual chain hoists

Manual chain hoists may only be used in conjunction with heavy duty suspension devices (halls 3A, 3C, 4A, 7A and 11).

Manual chain hoists may only be used in the case of statically determinate systems, i.e. a line load on two hoists or a distributed load on three hoists. The use of manual chain hoists for complex systems is not admissible. The carrying and load hook of the hoist must be in a perpendicular straight line above the centre of gravity of the load. Winding round the load with the chain (carrier) or guiding the load chain over corners is not admissible. Loads must always be moved with all attached manual chain hoists at the same time, i.e. there must be as many people lifting at the same time as there are manual chain hoists in use. It must be ensured that the lifting and lowering processes are uniform.

The dead weight of the manual chain hoists and dynamic coefficients must be taken account of in the load plan so as not to overload the slinging points.

4.7.6 Stand partition walls

The stand partition walls are fiber board or plastic-coated walls depending on the event. They are not suitable for mounting heavy objects and have no support function during assembly and dismantling. It may be necessary to erect additional supporting walls at extra cost, which may only be removed on the instructions of the organizer.

4.7.7 Advertising materials, presentations

The lettering on stands and exhibits, company logos and trademarks must not exceed the specified construction height and should create an attractive impression.

Presentations and slow-moving visual and acoustic advertising and musical reproductions are permitted, provided they do not annoy neighboring stands, do not cause congestion in the gangways and do not drown out the public address systems in the halls. The loudness at the edge of the stand must not exceed 70 dB(A). When mounting loudspeakers and sound systems they must be directed towards exhibitor's own stand area.

Spielwarenmesse eG can intervene if these regulations are violated and may demand that the items causing the noise are shut down. In the case of show events the provisions of the German accident prevention regulation "Venues and production sites for stage presentations" (DGUV Regulation 17) must be observed.

Shows or product presentations with performance elements must be notified to Spielwarenmesse eG.

The distribution of printed matter and the use of advertising material are permitted only in the exhibitor's own stand space. Advertising structures inside the stand must not protrude into the gangways or be mounted higher than the prescribed height. Advertising that contravenes legal regulations or offends against moral standards is not permitted. Advertising packages or advertising material of companies not registered at the event must not be displayed.

Exhibits are not to be set up outside the stand limits. Possible advertising offers can be found in the Online Service Center (OSC) under Marketing Services.

4.7.8 Accessibility

The stands must be designed to meet requirements for access by the disabled. Stands and their equipment should also be accessible to people with restricted mobility without needing the assistance of others. We recommend installing suitable ramps with a maximum slope of 6 % and minimum width of 1.20 m and a non-slip floor covering. Doors need to have a clear opening width of minimum 0.9 m. Areas of movement and traffic areas need to be at least 1.5 m wide.

4.8 Outdoor area

The outdoor area of NürnbergMesse consists of paved or asphalted traffic areas and uneven, mostly non-compacted ballast lawn areas or grown lawn areas.

During event opening times, the outdoor area is illuminated by general road and path lighting after dark. The necessary service connections are available at irregular intervals.

The general provisions of the technical guidelines for stand construction also apply similarly for stands in the outdoor area. Other supplementary instructions are provided in the Instruction Sheet i4.14 Stand structures in the outdoor area.

Responsible person

At the time of registration or at the latest upon commencement of assembly, a **technically responsible person must be named along with his or her mobile telephone number. This person must be continuously reachable at during all event phases** (assembly/event times/dismantling) and must be able to immediately initiate and perform the necessary measures to halt operations in response to weather alerts or disturbances.

4.8.1 Stand approval/stand structures requiring permission

Depending on the type and extent, stand structures and special constructions in the outdoor area are subject to review and approval by the relevant authority. They are also fundamentally subject to written approval by NürnbergMesse (Exhibition Technology Department). To this end, (see 4.2) an audited or auditable structural analysis (proof of stand safety), dimensioned layout plans and views of the structures and designs must be submitted for review and approval in a timely manner. The type and extent of stand structures requiring permission and approval are defined in Instruction Sheet i4.14 Stand structures in the outdoor area. An audited or auditable proof of stand safety must be provided in every case.

Stand structures in the outdoor area of the Exhibition Centre that are subject to permission and approval include all structural installations that are to be classified as regular temporary structures according to Art. 72 BayBO with a valid model permit or are comparable to them in terms of their construction and design, and all other walkable and/or covered, space-creating or freestanding structural installations (e.g. tents, stages, show trucks, etc.). A copy of the registration with the government authority must be submitted to Spielwarenmesse eG no later than 14 days before the beginning of the event.

If you have any questions, please contact
Bauaufsicht Sud
Bauhof 5
90402 Nürnberg
Tel. +49 911 231-4371.

The costs for the necessary acceptance of the temporary structure by the relevant authority will be billed to the exhibitor/stand builder.

4.8.2 Ground anchors

In general, excavations and ground anchors (e.g. ground stakes) are prohibited in the outdoor area.

If you do not follow this rule, you will be generally liable for all losses and consequences resulting from damage to pipes and cables (even if you are in possession of a special approval and permission from NürnbergMesse).

Materials placed in the outdoor area must be removed without a trace and the original condition restored.

4.8.3 Weather-related loads

4.8.3.1 Wind loads

As a general rule, all stand structures in the outdoor area must be rated for wind loads in accordance with **DIN EN 1991-1-4** with due regard to the local wind zone.

4.8.3.2 Wind loads for temporary structures

If a structure is a temporary structure under the building codes according to **Art. 72 BayBO**, the wind loads according to DIN EN 13814, 5.3.3.4 (for exhibition installations) and DIN EN 13782, 6.4.2.2 (for tents) in conjunction with the "BayBO List of technical rules introduced as technical building regulations" may be applied.

If an operational load case according to DIN EN 13814, 5.3.3.4 is claimed, the exhibitor/stand operator must take organizational measures to ensure the cessation of operations from a **wind speed of $v_{10} = 15 \text{ m/s}$** (also in gusts).

4.8.3.3 Snow loads

No snow loads need to be considered for stand construction measures in the snow-free period (April - Oct.). For stand construction measures in the winter time (Nov. - March), the regular snow loads according to **DIN EN 1991-1-3/NA** must be demonstrably considered for all supporting roofs, with due regard to the local **snow load zone**.

4.8.4 Weather alerts

The stand operator is obligated to pay attention to weather forecasts and take the necessary protective measures, up to and including dismantling or cessation of operations, in response to weather alerts. In addition, the exhibition company will issue a general weather alert to the stand operators.

In the case of mobile installations (e.g. small exhibits, furniture, sunshades, small promotional displays, etc.), the exhibitor/stand operator must ensure that they can always be quickly dismantled and adequately secured in response to weather alerts.

4.8.5 Exits/escape routes

The escape **route length** from every visitor site to the next exit to the outside may not be longer than **30 m**.

The width of escape routes must be measured on the basis of the highest possible number of persons. The clear width of every part of escape routes must be at least 1.20 m.

The clear width of escape routes must be dimensioned for the persons who rely on them:

- 1.20 m for each 200 persons in enclosed rooms
- 1.20 m for each 600 persons in outdoor areas.

Steps are only permitted at intervals of 0.60 m.

Enclosed rooms with a surface area of more than 100 m² must have at least two exits, if possible on opposite sides.

The clear width of the exits must be equal to the width of the escape route.

The necessary exits must be permanently and well visibly marked with appropriate emergency exit pictograms.

4.8.6 Glass

Only safety glass suited for the intended purpose may be used.

Additional information on the use of glass and acrylic glass is provided in Item 4.4.3.

4.9 Two-storey stands

4.9.1 Application

Two-storey stands are only possible if authorized by Spielwarenmesse eG. The application must be submitted immediately after receipt of stand approval and at least until 15 November 2018. The necessary application form is contained in the service documents, **Online Service Center Two-storey stand**. Two-storey stands are not possible in halls 10.1, 11.1 and 12.2.

4.9.2 Regulations on building over stand areas, safety clearances, height of rooms in stands

The clear height of inside rooms of two-storey stands must be at least 2.30 m on the ground floor and upper floor. For fire safety reasons, a sprinkler system must be installed by the responsible ServicePartner BSS to protect the structure. Stand structures bordering on neighbouring stands are to be finished in a light and neutral single colour above the height of 2.50 m.

4.9.3 Permissible loads/load assumptions

The vertical loads for the ceiling of a two-storey stand inside an exhibition hall must comply with DIN EN 1991-1-1/NA:2010-12 Table 6.1DE [Kat. C]:

- Load required for restricted use by visitors or stand staff for meetings and customer support, i.e. furnished with tables and chairs arranged at random or divided into office cubicles **$q_k = 3,0 \text{ kN/m}^2$ (Cat. C1)**.
- Load required for unrestricted use as freely accessible display and meeting area or as sales space with or without closely spaced seats **$q_k = 5,0 \text{ kN/m}^2$ (Cat. C3)**.

The respective option must be clearly identified in the plans submitted for approval.

- Staircases and stair landings must always be designed for a load **(Cat. T2) of: $q_k = 5,0 \text{ kN/m}^2$** .

To achieve sufficient longitudinal and lateral stability for two-storey exhibition stands or platforms, a horizontal load of $H = \sum q_k/20$ (q_k = vertical load) is required at the height of the floor of the second storey.

For balustrades and railings, a horizontal load of $q_k = 1,0 \text{ kN/m}$ at handrail height (at least 1.10 m) must be applied according to DIN EN 1991-1-1/NA:2010-12 Table 6.12DE.

It must be verified that the permissible loads on the hall floor are not exceeded, e.g. by single supports (see 3.1 Hall data). If required, load-distributing floor panels have to be provided underneath the supports. Service ducts and covers must be covered with floor panels to prevent loads on them. The proof of stand stability must take into account that floor anchors are not admissible.

4.9.4 Escape routes, stairs

The walking distance to the next hall necessary gangway from any accessible point on the top floor of a two-storey stand must not exceed 20 m. Escape routes may not pass through functional areas (e.g. kitchen, storage room). The following minimum number and clear width of escape routes (exits, stairs and corridors) are to be provided:

- up to 100 m² and less than 100 people: 1 escape route (minimum clear width 0.90 m)
- over 100 m² and less than 200 people: at least 2 escape routes (minimum clear width 0.90 m)
- more than 100 m² and more than 200 people: at least 2 escape routes (minimum clear width 1.20 m)

Escape route widths are to be graduated only in 0.60 m increments per 100 people.

If the floor space of the upper floor exceeds 100 m², at least two stairs are required. The stairs must be positioned opposite each other. All stairs must conform to DIN 18065. The necessary stairs and the stairs used for general visitor traffic must have closed steps. The rise of the stairs must not exceed 0.19 m and the depth of the treads must not be less than 0.26 m. Winding or spiral stairs are not permitted. Hand rails must offer a firm grip and be continuous. The side clearance between hand rails and adjacent parts must be at least 0.05 m. Stairs of more than 1.20 m must have handrails on both sides. Stairs more than 2.40 m wide must have central handrails.

The clear headroom must be at least 2.00 m. Due to the design of two-storey exhibition stands, the general safety lighting available in the hall may not work in all areas of the stand in the event of a power outage. To ensure that persons in these enclosed areas can find their way safely to the general traffic areas, it is necessary to install an additional, own safety lighting system (see Item 5.3.5), which must be coordinated with Spielwarenmesse eG in advance (see Item 4.2).

4.9.5 Building materials

In the case of two-storey stands the load-bearing structures, ceilings on the ground floor and floor of top floor have to be made of flame resistant materials (to DIN 4102 or EN 13501-1) or flame retardant components as a minimum. Further requirements relating to stand construction and decoration material are described in 4.4.1.1. Stand roofing/ceilings are to be executed in accordance with 4.4.2.

4.9.6 Upper floor

If balustrades are necessary on the upper floor, a lip of at least 5 cm must be provided on the floor at the base of the railings to prevent objects rolling over the edge. Railings and balustrades are to conform to **item 4.6** and **item 4.9.3**. Handrails/upper balustrade ends must be designed in such a way as to prevent the placement of objects and the risk of their falling below. The fall-protecting function of outer walls on the upper floor must be assured and demonstrated in the structural calculations. If ceilings above the upper floor are closed design, the requirements for stand monitoring as per item 4.4.2 must be observed. All reception and lecture rooms enclosed on all sides must have a line of sight to the hall. For other requirements please refer to 4.4.4. In addition to the fire extinguishers available on the ground floor, on the upper floor at least one fire extinguisher (EN3) must be provided ready for use in a prominent position for each stairway (see Item 4.4.1.13).

■ 5. Industrial safety, technical safety regulations, technical rules, technical supplies

5.1 General regulations

Assembly and dismantling work may only be carried out in accordance with labour and industrial regulations. The exhibitor/stand builder is responsible for operating safety and for compliance with the Occupational Health & Safety and Accident Prevention Regulations on his stand.

5.1.1 Damage

Any damage to the exhibition grounds, its buildings or installations caused by exhibitors or their agents will be rectified by Spielwarenmesse eG at exhibitor's cost after the end of the event and all damage is to be notified

Technical regulations Spielwarenmesse® 2019

to the event organizer. The display areas must be restored to their original condition after dismantling. The exhibitor is responsible for any damage caused to the hall ceilings, walls, floors and installations. Stands not dismantled or exhibits not removed by the official deadline for dismantling may be removed and stored by the exhibition forwarding agent at the exhibitor's cost and risk. All damage caused to the halls, hall equipment or outdoor facilities by exhibitors or persons acting on their behalf must be reported to the organizer. Any damage caused to the exhibition grounds, buildings or equipment by exhibitors or persons acting on their behalf shall be remedied by Spielwarenmesse eG at the exhibitor's expense after the end of the event.

5.1.2 Coordination of work at the exhibition site

If the employees of different companies must perform work concurrently at the exhibition site (especially in the assembly and dismantling phases), the stand construction supervisor must perform a coordination according to the German Working Conditions Act (ArbSchG) and DGUV (German Statutory Accident Insurance) Regulation 1 to rule out possible mutual threats. This applies particularly also to the work performed by service providers of the exhibition company on the exhibition stand.

5.2 Use of tools and equipment

The use of bolt-firing tools, nail guns and chain saws is prohibited. The use of woodworking machines without sawdust extractors is prohibited. In general, sawdust extractors or shavings bins must be equipped with automatic fire extinguishing systems or dry standpipes. A suitable fire extinguisher to PG12 DIN EN 3 must also be available. If woodworking machinery is demonstrated during the trade fair, so that more dust or wood chips can be expected, the provisions of DGUV Information 209-083 and 209-045 in respect of the installation of automatic spark extinguishing systems must be observed in addition. In justified exceptional cases (e.g. where this would restrict the demonstration of machinery or the use of a tested and approved mobile sawdust extractor), the installation of the spark extinguishing system can be dispensed with following approval by Spielwarenmesse eG (see 4.2).

Bins used to store sawdust, wood chips or wood shavings must be inspected by a capable person before operation and with due regard to the intended operation. This inspection must be documented in writing and kept on hand at the stand for examination by Spielwarenmesse eG. In addition, the exhibitor must prepare a threat assessment in the form of a so-called explosion protection document (see the DGUV Information 209-045 Annex 3.1) in advance, in which any possible fire or explosion threat during operation and the corresponding countermeasures must be determined.

In general, all types of wood working during the event must be notified to Spielwarenmesse eG (see Item 4.2) and require a written approval. If extractors or shavings bins are to be used, the explosion protection document must be attached to the registration.

Rented elevating work platforms may only be operated by qualified persons above the age of 18 years. Proof of qualification to IPAF or DGUV Rules of Procedure 308-008 (formerly BGG 966) must be provided. Drivers must be in possession of driving licences at all times. Cranes and forklift trucks may only be used by the forwarding agents appointed by Spielwarenmesse eG.

For safety and liability reasons, working platforms etc. may only be requested via our ServicePartner SPIE SAG. Cranes and forklift trucks may only be used by the forwarding agents appointed by Spielwarenmesse eG.

5.3 Electrical installation

5.3.1 Connections

When ordered, each stand to be supplied with electricity will receive one or more connections which will be installed exclusively by the relevant ServicePartner of Spielwarenmesse eG. The installation of these connections is only to be carried out by the responsible ServicePartner of Spielwarenmesse eG. The layout plan showing the desired position of the connections is to be enclosed with the orders. Electricity consumption will be charged at a fixed amount for connections up to 20 kW and based on meter readings for connections over 20 kW. The power supply is available from the start of assembly until the end of dismantling. Other times of availability can be arranged with the responsible ServicePartner. The exhibitor is obliged to protect his supply connection point against damage and accidents.

For safety and fire protection reasons, all electricity consumers must be shut off upon leaving the stand at the end of every event day. By way of exception, safety systems, emergency lighting, refrigerators and servers may remain in operation. Generators may not be used at exhibition stands.

5.3.2 Stand installation

Electrical installation work on the stand can be carried out to order by the responsible ServicePartner of Spielwarenmesse eG. Installation work after the supply connection point on the stand can be carried out by the exhibitor's own electricians or by approved electrical contractors in accordance with VDE regulations, applicable European regulations and current engineering practice. If clamp or screw connections are used in the installation within the stand, the electrician performing the work must inspect the installed system. Afterwards, the electrician must prepare written documentation of the inspection, which must be kept on hand at the stand for examination. In addition, the valid inspection reports for all electrical equipment according to DGUV Regulation 3 must be kept on hand. Connections, machines and equipment that do not comply with the regulations or whose consumption is higher than registered are inadmissible. Such items may be removed from the stand and taken into custody by Spielwarenmesse eG at exhibitor's cost and risk.

5.3.3 Installation and operating regulations

The entire electrical installation is to be carried out in accordance with the latest safety regulations of the Electrical Engineering Association (VDE) and Accident Prevention Regulations (DGUV Regulation 3, formerly BGV A3). The requirements of VDE 0100, VDE 0100-718, VDE 0128 and ICE Standard 60364-7-711 must be observed in particular.

The exhibitor assumes full liability for damage resulting that may occur due to faulty electrical installations on halls and building parts of the exhibition site and on the stands and exhibits of other exhibitors.

Protection with residual current devices (RCD) is mandatory for all power circuits.

A 30 mA RCD is specified as minimum protection for mains sockets and lighting circuits. Another suitable method of protection may be used for special machinery and equipment (frequency converters). The exhibitor is responsible for such measures.

The amount of high- or low-frequency interference with the mains supply must not exceed the limits stated in VDE 0160 and VDE 0838 (EN 50 006 and EN 61000-2-4).

Cables with a cross-section < 1.5 mm² are not permitted. Cables with solid conductors must be laid and connected permanently.

Flexible cables must be provided with strain relief devices. The minimum specification for all cables used during assembly and dismantling is H07RNF or at least equivalent (VDE 0298). Cables such as H05.... or similar may only be used in areas where they are subject to low mechanical loads (VDE 0298). Conductive components are to be incorporated in the precautions for protection against indirect contact (stand grounding and/or equipotential bonding).

Secondary circuits (all cables from the provided electrical connection) must be protected from short-circuit and overload using suitable circuit breakers. Low-voltage systems may only be operated with safety transformers to DIN EN 61558 (VDE 0570) or 61046/61047 or equivalent. The transformers must be suitable for installation on combustible surfaces and their primary and secondary circuits equipped with protection against overheating, short-circuit and overload.

Bare (uninsulated) electrical conductors are prohibited in lowvoltage lighting systems. All terminal connections have to end in a closed box. Flexible cables (and flat cables) must not be laid under floor coverings without protection against mechanical loads.

The electrical installation on the stand may not be taken into operation for the event until it has been accepted and inspected and approved by an authorized person. An acceptance report must be available for inspection on the stand.

5.3.4 Safety measures

As a special precaution, all heat-generating electric appliances (hot plates, spotlights, coffee percolators, etc.) are to be mounted on non-combustible, heat-resistant, asbestos-free bases.

Depending on the heat generated, sufficient separation is to be maintained from combustible materials.

Light fittings may only be mounted on non-combustible decorations etc. Spotlights, floodlights, spotlights on luminaire tracks and their supply fittings such as power rails, switch boxes or similar are to be secured individually with wire safety ropes to current standards. Power rails have to be fitted with protective caps. They must not be fastened using cable ties. In the case of halogen lighting only spotlights with protective covers are admissible. In addition, suitable shatter protection as specified by manufacturer must be used in the case of lens spotlights (e.g. natural light spotlights with exchangeable lenses, or PAR spotlights with halogen bulbs).

Technical regulations Spielwarenmesse® 2019

When UV lamps are used, any threats resulting from increased radiation exposure must be ruled out. When discharge maps are used, appropriate UV filters conforming to the manufacturer's instructions must be used. UV lamps of types UV-B and UV-C may be used for the intended purpose in devices designed for that purpose only if it can be assured that no unprotected radiation can escape. Unauthorized modifications to hall lighting such as removing individual fluorescent bulbs is prohibited.

5.3.5 Emergency lighting

Stands whose special design means that the existing general emergency lighting of the building is ineffective must have their own additional emergency lighting in accordance with VDE 0100-718. This is to be designed to ensure safe access to the general escape routes.

5.4 Water and waste water installation

When ordered, each stand to be supplied with water and waste water drainage receives one or more connections to current standards. These connections may only be installed by the relevant ServicePartner of Spielwarenmesse eG. A layout plan showing the desired placement of the connections must be enclosed with the orders placed using the required form.

All installations inside the stands have to comply with the current regulations and engineering practice (e. g. drinking water regulations and DIN 1988), so as to prevent any lasting impairment of drinking water quality due to the installation and operation of a connection.

Continuous flow coolers may not be connected directly to the drinking water supply. It is forbidden to take water from hydrants or other fire extinguishing equipment.

For safety reasons, the water supply is shut off on the last day of the exhibition – usually one hour after closing time! Chemically contaminated waste water, food and grease residues must not be introduced into the waste water system but must be properly disposed of. For more information, guidelines and conditions see Online Service Center.

5.4.1 Connections

In the installation of the water connection, the feed line is usually installed in the form of a 1/2-inch hose and the drain line in the form of a 50 mm pipe (DN 50).

The connections lead from the service shafts in the hall floor within the stand area (positioned according to the hall layout plan). Within the stand, the lines are laid on the hall floor, meaning that the arrangement of the pipelines must be coordinated with the relevant ServicePartner in advance and it may be necessary to consider the installation height of the pipes and lines.

The placement of lines that cross hall gangways or other stands must be avoided; in exceptional cases, such placement requires the prior written approval of Spielwarenmesse eG (see Item 4.2). The lines must be laid and covered in such a way as to ensure traffic safety. The exhibitor bears the costs of this work.

5.4.2 Use of water-bearing systems and equipment

When using water e. g. in basins, fountains, water walls, humidity or other water spray systems at the stand, the water must be completely hygienic. This is why when using such systems the circulating water must always be protected from infection. Documentary evidence of this must be produced at the request of Spielwarenmesse eG. The use of the systems described above must be limited on the stand area. Hall gangways or other exhibitors must not be located in the effective area of such systems or equipment. The exhibitor is liable for water damage and related consequential damage.

5.5 Compressed air/gas installation

5.5.1 Compressed air

When ordered, each stand to be supplied with compressed air (max. 7.5 bar) will receive one or more connections of the required size. The supply connection point is always fitted with a ball valve or quick coupler. The installation of these connections is only to be carried out by the responsible ServicePartner of Spielwarenmesse eG. The layout plan showing the desired connection points is to be enclosed with the order form. The amount of compressed air used is included in the connection charge. Compressed air is available during the official assembly and dismantling period. During the event, compressed air is available from 8:00 until closing time. For safety reasons, the compressed air supply is shut off at all other times. Compressed air can be provided outside the stated times by arrangement and at extra cost.

5.5.1.1 Connections

Nominal widths of up to 1 inch are possible for the installation of compressed air connections. The connections lead from the service shafts in the hall floor within the stand area (positioned according to the hall layout plan). Within the stand, the lines are laid on the hall floor, meaning that the arrangement of the pipelines must be coordinated with the relevant ServicePartner in advance and it may be necessary to consider the installation height of the pipes and lines.

5.5.1.2 Stand installations

Qualified employees of the exhibitor may perform the installation of compressed air lines from the main connection and connections to exhibits inside stands if they observe the applicable regulations. Alternatively, the work can be ordered from the responsible ServicePartner of Spielwarenmesse eG or carried out by suitably qualified outside contractors. The exhibitor bears responsibility for self-installation.

5.5.1.3 Installation and operating regulations

We recommend the installation of fine filters, water traps, reducing valves and safety valves to protect exhibits. The hoses and fittings used must be rated for a minimum operating pressure of 10 bar and protected against mechanical loads. The hoses must be laid and fixed to allow the smallest possible freedom of movement in the event of an accident – especially at the joints.

5.5.1.4 Compressed air cylinders

The large capacity of the supply network means that compressed air chambers/cylinders are not normally required for the operation of exhibits. In general, compressed air containers must be rated for a minimum operating pressure of 10 bar and equipped with tested and approved fittings according to the German Occupational Health and Safety Regulations (BetrSichV). The inspection log for the specified initial inspection and regular 5- or 10-year inspections must be available on the stand. Compressed air containers must pass an acceptance inspection by an authorized person before being taken into operation and the inspection certificate must be available on the stand.

5.5.1.5 Compressors

Own compressors are not permitted for operational safety reasons. This also includes the use of small or auxiliary compressors. Compressors may be used under certain conditions and with the written approval of Spielwarenmesse eG (see Item 4.2). Exceptions to the aforementioned prohibition are possible in the following cases:

- The compressor is an integral part of the exhibit
- The compressor is your exhibit
- The compressor is an integral part of the exhibit and is sold together with it.

In general, compressors may only be used if they have been inspected by a capable person to verify their operability and operational safety in accordance with the applicable BetrSichV and TRBS 1203 (Part 2). The noise produced by the compressor may not disturb exhibitors and visitors and may not exceed 70 dB (A) at the edge of the stand. The manufacturer's EC declaration of conformity is to be available at the stand. The exhibitor is responsible for proper disposal of condensates and solids containing oil and waste oil. Evidence of this is to be available at the stand.

5.5.2 Gas

It is not possible to supply gas/natural gas from the hall network of NürnbergMesse. Please refer to Item 5.7 if technical gases are used.

5.6 Machines, pressure vessels, exhaust gas systems

5.6.1 Machine noise

The operation of machinery and equipment causing noise is to be limited as far as possible in the interest of all exhibitors and visitors. The noise at the edge of the stand must not exceed 70 dB(A). The exhibition management team may establish demonstration times for noise-generating machines and devices to prevent a continuous noise nuisance for other exhibitors and visitors. The operation of machinery and equipment with centrifugal force is only admissible provided there is no transfer to building components.

5.6.2 Product safety

All exhibited technical equipment, medical products and consumer products must fulfill the requirements of the Product Safety Act (ProdSG) and the respective harmonized EU regulations.

Technical regulations Spielwarenmesse® 2019

Technical equipment and consumer products not conforming to these requirements must bear a sign in a prominent position stating that they do not conform to the requirements of the above-mentioned act and cannot be purchased until they comply with the statutory requirements.

The relevant manufacturer's declaration of conformity must be available on the stand for technical equipment and consumer products bearing the CE marking.

For demonstrations, the necessary protective precautions must be taken by stand staff. Your attention is also drawn to the Product Liability Act (ProdHaftG) and Product Safety Regulations (ProdSV).

5.6.2.1 Safety devices

Machines and apparatus may only be taken into operation with all safety devices in place. The normal safety devices may be replaced with a safety cover of safety glass or a similar transparent material.

If equipment is not being operated, the safety devices can be removed to show visitors the design and finish of the covered parts. In this case, the safety devices must remain in a clearly visible position next to the machine. Risks of injury must be precluded under all circumstances.

5.6.2.2 Inspection procedures

The technical equipment on display will be inspected for accident prevention and safety by the responsible supervisory authority for each exhibition, if necessary with the responsible trade association committees, and checked for compliance with the safety requirements.

The EC declaration of conformity must be available for inspection on the stand to enable the authority to check the CE marking. In case of doubt, the exhibitor should contact the responsible authority at an early stage before the start of the exhibition.

5.6.2.3 Ban on operation

Spielwarenmesse eG is entitled to ban the operation of machinery, apparatus and equipment at any time, if such operation is deemed to constitute a hazard to persons and property or adversely affect other exhibitors or the orderly running of the exhibition.

5.6.3 Pressure vessels

5.6.3.1 Acceptance certificates

Pressure vessels may only be operated on the stand if the inspections stipulated in the Occupational Health and Safety Regulations (German BetrSichV) have been carried out.

The associated inspection certificates are to be available at the installed location of the pressure vessel (exhibition space) and presented to the responsible supervisory authority or Spielwarenmesse eG on request.

5.6.3.2 Testing

In addition to the submission of certification on structural and hydrostatic pressure testing (EC declaration of conformity plus the necessary documents in German or English), an acceptance inspection must be conducted on site by a capable person or approved inspection agency. Pressure vessels and pressure systems must be inspected on site before initial operation, following modifications requiring a renewed inspection and then recurrently by the above-mentioned persons. If the pressure system is assembled on site at the exhibition centre, this system must then be inspected in the same way as before initial operation.

5.6.3.3 Rented equipment

As during the relatively short assembly period it is not possible to conduct assessments of pressure vessels without an EC declaration of conformity, preference should be given to rental equipment that has already been tested.

5.6.3.4 Supervision

The necessary acceptance certificate must be available for the trade inspectorate during the event at the exhibition stand. Information for specific exhibitions is available from the responsible supervisory authority.

5.6.4 Exhaust gases and vapors

Combustible and/or oily vapors and gases emitted by exhibits and equipment that constitute a health hazard or nuisance to the general public must not be discharged into the halls. They must be discharged outside through suitable pipes in accordance with the German Federal Immission Control Act.

Vapors or odors given off by cooking appliances must not be discharged into the hall but have to be removed using an exhaust air system or treated using suitable activated carbon or aerosol separators.

5.6.5 Exhaust gas systems

To discharge vapors and gases that are combustible, hazardous to health or a nuisance to the general public an exhaust gas duct with outlet has to be installed. The exhaust gas ducts will be mounted into the atmosphere only by the relevant ServicePartners of Spielwarenmesse eG using their own material, insofar as technically feasible. The connections to the exhibits are to be executed by the exhibitor. The connections must comply with the regulations in force and accepted engineering practice. Pipes discharging fumes and waste gas must be made of noncombustible materials. The distance from exhaust gas piping to combustible materials or similar must be at least 0.5 m and if necessary enclosed in a protective pipe or sleeve. Exhaust gas systems are generally to be approved in writing by Spielwarenmesse eG.

5.7 Use of compressed gases, liquid gases and combustible liquids, fuel paste and other fuels

5.7.1 Compressed and liquid gas systems

The storage and use of compressed and liquid gas in the exhibition halls or outdoor area is prohibited unless approved in writing by Spielwarenmesse eG.

5.7.1.1 Approval of compressed gas cylinders

The storage and use of liquid gas or other combustible or noncombustible gases in compressed gas cylinders, compressed gas packs or tanks without the written approval of Spielwarenmesse eG per Form P2 (see Item 4.2) are prohibited.

Compressed gas cylinders must be protected against impact, falling over, unauthorized use and heating up in accordance with the relevant accident prevention regulations. Toxic gases may not be used.

When using technical gases, the supply in the stand must be limited to the lowest possible quantity and if necessary, the container must also be replaced several times a day.

The gas cylinder may be stored in the exhibition stand for day-today use only during the event hours. Technical gases (and compressed gas cylinders) must generally be stored outside of the halls during assembly and dismantling and overnight. Gas cylinders must feature approved safety valves and be sealed at the close of day.

Only one cylinder filled with combustible technical gases to a max. net weight of 5 kg may be used for each stand in the halls.

Non-combustible technical gases are limited to a max. net weight of 11 kg. Only one connected use cylinder may be located in the stand.

If a larger quantity of technical gas is needed to operate an exhibit, Spielwarenmesse eG shall work with the exhibitor, the relevant authorities and the ServicePartners to find a way of storing it outside the hall.

The provisions of TRGS 800 must be observed and color marking of compressed gas cylinders as per DIN EN 1089 is necessary.

5.7.1.2 Use of liquid gas

When using combustible liquid gas, only one compressed gas cylinder with a content of up to 5 kg may be set up in any one exhibition stand, subject to the written approval of Spielwarenmesse eG.

The lines to the operating unit and the feed line must be installed in the form of rigid pipes or flexible metal-reinforced hoses.

The operating unit must be set up on a large and non-combustible base at an adequate distance from heat sources and in such a way that it cannot topple over.

An acceptance certificate for the liquid cylinder must be prepared by a capable person and submitted to Spielwarenmesse eG. The prescribed instruction sheet for the operation of the unit must be displayed in a clearly visible place.

5.7.1.3 Installation and maintenance

Liquid gas systems are to be installed and maintained in accordance with the "Technical Rules for Liquid Gas" DVFG-TRF 2012 (publisher: DVGW Deutscher Verein des Gas- und Wasserfaches e.V. and DVFG Deutscher Verband Flüssiggase e.V.) and the DGUV Regulation 80 "Use of Liquid Gas".

Please pay attention to Item 5.7.1.1. The operator of the system must prepare an explosion protection document in accordance with § 3 and § 5 of the German Occupational Health and Safety Regulations and submit it with the application for approval. The overall system must be inspected by an expert (capable person) in accordance with DGUV Principle 310-005.

5.7.2 Combustible liquids

The storage of combustible liquids is prohibited as a general rule. Exceptions for operational reasons must be coordinated with Spielwarenmesse eG using the appropriate form at an early time (see Item 4.2); written approval is required.

DGUV Rule 113-001 and the corresponding documents, as well as the instructions of the safety data sheet, must be followed. The quantity kept on hand may not exceed one day's supply. Refillings must be notified and may only be done outside of visitor hours and in compliance with the technical safety regulations.

Emptied containers must be removed immediately from the hall.

The storage of flammable and/or explosive cleaning agents in the hall is prohibited.

The smoking ban must be strictly observed.

The use of dummies is prescribed for exhibition purposes.

5.7.3 Open flame, fuel pastes and other fuels

Heating and cooking appliances using wood, charcoal, gas, combustible liquids or fuel pastes are not allowed in the halls.

5.8 Asbestos and other hazardous substances

The use of materials or products containing asbestos, or of hazardous building materials and other dangerous substances is prohibited.

This ruling is based on the Protection against Hazardous Substances Act (Chemicals Act), Federal Law Gazette (German BGBI) 1, Part 1, page 1703, in conjunction with the Prohibited Chemicals Act (Chem. Verbots V) and the Hazardous Substances Regulations (GefStoff V).

5.9 Performance areas

Performance areas are areas used for artistic and other performances; areas of less than 20 m² used for performances do not constitute performance areas.

For performance areas of more than 50 m² or 200 m², "event equipment directors" must be appointed in accordance with § 39 of the Bavarian Venue Regulations (BayVStättV) in conjunction with § 40.

Even for smaller performance areas, complex technical installations and structures may require the presence of a "responsible person for event technology" according to BayVStättV § 39 in conjunction with BayVStättV § 40. The "responsible person for event technology", who will be present during assembly and dismantling and during the performances on location must be designated in writing to Spielwarenmesse eG (see Item 4.2 for contacts).

All stage and performance-related structures are to be installed as per the latest state-of-the-art (DGUV Regulation 17, formerly BGV C1 and instructions contained therein). Spielwarenmesse eG must be notified of stage effects (e.g. wind, fog, pyrotechnics, activities involving fire hazards, candles etc.) at least four weeks before the event.

Please take note of 4.2.1, because certain structures (e.g. podiums, rostrums, LED walls etc.) have to be inspected and approved by Spielwarenmesse eG. Under certain circumstances the cavities underneath stages and podiums need to be monitored by VdS-certified smoke alarms (see 4.6).

Depending on the type of event and the risk from technical structures, suitably qualified personnel (stage and studio professionals) are to be appointed.

During musical, acoustical or stage performances, the noise level at the stand edge may not exceed 70 dB (A). Any threat to the hearing sense of visitors in the stand area must be ruled out.

5.10. Radiation protection

Information about radiation protection can be obtained from the DGUV and the responsible trade inspectorate.

5.10.1 Radioactive substances

The handling of radioactive substances is subject to permission and must be additionally approved by Spielwarenmesse eG. Spielwarenmesse is under no obligation to grant its approval. According to the Radiation Protection Regulations (StrlSchV), approval is to be applied for from the State Environmental Protection Office and submitted to Spielwarenmesse eG by the specified deadline (see 4.2). If approval already exists, evidence must be provided that the intended handling of radioactive substances in the exhibition grounds is legally permitted.

5.10.2 X-ray systems and stray radiation sources

The operation of X-ray systems and stray radiation sources is subject to permission and must be additionally approved by Spielwarenmesse eG.

The Regulations on Protection against Damage by X-rays (German RÖV, BGBI I) must be observed. The operation of X-ray systems and stray radiation sources is subject to approval or notifiable in accordance with § 3, 4, 5 and 8 of RÖV. The authority responsible for the exhibition grounds is the Nuremberg Trade Inspectorate and applications must be submitted in writing on time (see 4.2).

X-ray facilities and stray radiation sources requiring permission must be inspected by an expert at the place of installation in the Exhibition Centre. The inspection report must be submitted to the government authority and Spielwarenmesse eG.

Stray radiation sources that are expressly approved for portable demonstration use outside of X-ray rooms according to the up-to-date test report do not need to be tested after installation at the exhibition stand.

The exhibitor must ensure the presence of a radiation protection officer during operation. The permission of the government authority or confirmation of registration of the X-ray system, the inspection report and technical qualification verification of the radiation protection officer must be kept on hand in the stand.

5.10.3 Laser systems

The operation of laser systems is subject to permission and must be approved by Spielwarenmesse eG. (see Instruction Sheet i4.10 "Operation of laser systems", requestable at Spielwarenmesse eG). The operation of laser systems is to be notified to the responsible authority in accordance with § 6 of the Accident Prevention Regulation "Laser Radiation" (German DGUV Regulation 11, formerly BGV B2). Notification is to be accompanied by a written order for the appointment of a laser safety officer for operation of the laser system and proof of appropriate liability insurance. In addition, the exhibitor must prepare a threat assessment for the demonstration and operation of the laser system and submit it to Spielwarenmesse eG in advance.

In addition, the requirements of the Occupational Safety Regulation on Artificial Optical Radiation 2006/25 EC/OStrV, TROS Laser, DIN EN 60825-1, DIN EN 12254 and in the case of show lasers DIN 56912 must be met. Class 3R, 3B or 4 devices/systems must generally be inspected on site by an officially appointed expert and declared safe before use. A copy of the inspection report is to be submitted to Spielwarenmesse eG. If changes are made to the laser system following inspection by the officially appointed and sworn expert, the operating permit becomes void. Spielwarenmesse eG is then entitled to switch off the power supply to the stand or to confiscate and secure the laser system.

When adjusting and operating the laser equipment technical and organizational measures must be taken to ensure that no-one is exposed to laser radiation in excess of the maximum admissible limits (MAR limits). The protective measures defined in the threat assessment prepared in advance must be implemented. A laser safety officer is to be provided and nominated in writing by the exhibitor. When demonstrating laser devices it must be ensured that no uncontrolled reflected radiation can occur and that the laser and/or projection area is not accessible to anyone.

The authority responsible for industrial safety is the Nuremberg Trade Inspectorate. (see Instruction Sheet i4.10).

5.10.4 LEDs

Spielwarenmesse eG must be notified by the specified deadline (see 4.2) of the operation of high-power or high-intensity LED systems, and/or spotlights in Risk Groups 2 and 3. LED walls and their stability generally have to be inspected and approved by Spielwarenmesse eG (see 4.2.1). Suitable extinguishing equipment must be kept in readiness in the immediate vicinity of all LED systems. The operation of high-intensity LED spotlights or LED walls must not cause an annoyance to other exhibitors. Please observe 4.7.7 in the case of presentations and musical reproduction.

5.11 High-frequency equipment, radio installations, electromagnetic compatibility and harmonics

The operation of high-frequency equipment and radio systems is to be approved by the Federal Network Agency and has to be authorized by Spielwarenmesse eG. The frequency ranges and transmission power must be notified to achieve an even distribution of frequencies and prevent mutual interference as far as possible.

The operation of high-frequency equipment and radio systems is only permitted if they comply with the provisions of the Telecommunications Act and the Electromagnetic Compatibility Act (German EMVG).

Technical regulations Spielwarenmesse® 2019

If exhibits are displayed or stand decorations used that involve electric, magnetic or electromagnetic fields, the provisions of the 26th Regulation on the Implementation of the Federal Immission Control Act are to be observed.

Sources of strong magnetic fields must be notified to Spielwarenmesse eG specifying the location on the respective stand.

The electrical installations of the exhibits and stands are to be designed to prevent unacceptably large interference with the network through harmonics in the exhibition center supply network (see Item 5.3.3).

Bundesnetzagentur (Federal Network Agency)

Außenstelle Nürnberg

Breslauer Straße 396, 90471 Nürnberg

Tel. +49 911 980-40

Fax +49 911 980-4180

poststelle@bnetza.de

www.bnetza.de

5.12 Cranes, forklift trucks, empty containers

The operation of exhibitors' own cranes and forklift trucks is not permitted. Only equipment supplied by the appointed ServicePartner may be used in the exhibition grounds.

The responsible ServicePartners exercise sole forwarding rights in the exhibition grounds, i.e. the delivery of exhibits, stand structures etc. to the stand, incl. provision of any auxiliary equipment and customs handling for temporary or permanent importation. Orders placed with the forwarding agents are subject to the current edition of the General German Forwarding Conditions (German ADSp) and the Forwarding Tariff for Trade Fairs and Exhibitions at Spielwarenmesse eG.

Any liability of Spielwarenmesse eG for all risks arising out of the work of the forwarding agents is excluded.

The storage of any kind of empty containers, full containers or combustible materials of any kind (e.g. packaging, packaging materials, cases) on the stands, in the gangways or in free areas not approved as storage areas is prohibited. Empty containers are to be removed to the empties storage location by the forwarding agents approved for the exhibition grounds without delay.

Obstructing the fire brigade access roads, wall hydrants, fire doors and escape routes with empty containers or waste is strictly prohibited (see item 2.). Spielwarenmesse eG reserves the right to have illegally deposited empty containers removed by the approved forwarding agents at the cost of the exhibitor.

5.12.1 Exhibiting heavy and bulky exhibits and machinery

To ensure smooth transport of heavy and bulky items during the assembly and dismantling phase, timely consultation with the responsible forwarders (ServicePartner) is necessary.

If your item being delivered measures more than 3.00 m x 2.50 m x 4.00 m or exceeds a total weight of 5.0 t, you must notify the responsible ServicePartner of the forwarding company at least four weeks in advance.

If necessary the delivery must be made on the first day of assembly or in special cases during assembly that has been brought forward. This must be agreed in advance with Spielwarenmesse eG.

When erecting the exhibits please observe the maximum admissible floor loads in the halls. To avoid excessive foundation pressure concentrated loads have to be distributed via load-distributing floor panels, so that the maximum admissible area loading is not exceeded. Service ducts and covers must be covered with suitable floor panels to prevent loads on them.

If floor anchors are needed for the secure presentation of your exhibits, please note the requirements of 4.7.4.

5.12.2 Exhibition and/or operation of cranes, lifting equipment, construction equipment and other equipment

In general, all exhibits and devices are to be positioned in such a way that no extensions, booms or other movable components can protrude or swing out of the stand area. This also applies to the air space above the hall gangways and adjacent stands.

All work equipment or construction equipment must have been recently inspected in accordance with the German Occupational Health and Safety Regulations (Betr-SichV) and no unsecured loads may be lifted above persons. Additional information regarding loads above persons at events can be found in the DGUV Information 215-313 "Loads above persons".

In addition, technical or organizational measures must be taken to ensure that no uncontrolled lowering of fixtures of the devices or loads is possible in the event of failure of an hydraulic system or cable drive system. This can be done, for example, by blocking off the threat area or by using hose breakage protection or mechanical locking systems to support the hydraulic cylinder.

The equipment may only be operated by trained personnel of the exhibitor. The directives of DGUV Rule 100-500 "Operation of equipment" must be observed.

If the exhibited devices or equipment are equipped with an internal combustion engine, the rules set out in Item 4.4.1.2 must be observed without exception.

In positioning the equipment, due consideration must be given to the maximum permission floor loading of the hall. Service shafts and shaft covers must be covered over with appropriate base plates to avoid any loads on these spots.

The exhibitor is responsible and bears the burden of proof for stand safety and the safe operation of all exhibits. In justified cases, Spielwarenmesse eG reserves the right to have a capable person perform an on-site inspection at the exhibitor's expense.

5.13 Musical reproduction

According to the legal provisions (Copyright Act), permission is required from the Society for Musical Performance and Mechanical Reproduction Rights (German GEMA) for any form of musical reproduction.

Unregistered musical reproduction can lead to claims for damages from GEMA under § 97 of the Copyright Act.

Applications and inquiries are to be sent to:

GEMA-Bezirksdirektion Stuttgart

Key Account Management

Herdweg 63

70174 Stuttgart

Tel. +49 711 2252-794

Fax +49 711 2252-800

messe@gema.de

www.gema.de

Acoustic and visual demonstrations also require approval by Spielwarenmesse eG. Approval is granted on condition that the loudness at the edge of the stand during operation of the system does not 70 dB(A). Exhibition operation and other stands may not be adversely affected and any health hazard for visitors or employees must be ruled out. In the event of repeated failure to comply with these rules, the power supply to the exhibitor's stand can be interrupted without regard to the associated effects of the power failure. The exhibitor shall not be entitled to claim for direct or indirect damage caused by the interruption of the power supply.

It is the responsibility of the exhibitor to provide evidence of compliance with the regulations. Media equipment is to be placed far enough away from the edges of the stand so that interested visitors must enter the stand and do not obstruct visitor traffic in the gangways.

5.14 Beverage dispensing systems

Beverage dispensing systems on the stand are to be installed and operated in accordance with the Operating Safety Regulations, DGUV Rule 100-007 and DIN 6650-6.

Compliance with technical and food hygiene requirements must be demonstrated and may be checked by the Public Order Office.

Food hygiene regulation No. 852/2004 dated 29 April 2004 of the European Parliament and Council will apply.

Notice of the use of pressurized gas containers must be submitted to Spielwarenmesse eG (see 5.7).

5.15 Food safety monitoring

The serving of samples for immediate consumption and the sale of food and drinks on the stand must conform to the statutory regulations and the current standards, especially food hygiene regulations.

For further information please contact

Stadt Nürnberg – Ordnungsamt Lebensmittelüberwachung

Innerer Laufer Platz 3

90403 Nürnberg

Tel. +49 911 231-2524

Fax +49 911 231-3070

lebensmittelueberwachung@stadt.nuernberg.de

www.ordnungsamt.nuernberg.de

Over-the-counter sales of food and drinks (including bar sales) at the event itself are not permitted.

5.15.1 Requirements to be met by stand/kitchen facilities

The kitchen facilities absolutely must comply with the following requirements:

- Hand-washing facility with running hot and cold water with liquid soap and disposable hand towels must be provided.
- Crockery and glasses must be washed with running hot and cold water and/or a dishwasher is to be provided.
- Smear-resistant floor coverings, washable wall coverings and storage areas are to be provided in food preparation and storage area
- The floors in the work area must be non-slip, flat and impermeable to liquids.
- Effective spittle/sneeze guards must be installed in the food service area.
- Functioning cooling equipment for perishable food
- Install effective exhaust air systems or extractor hoods with active charcoal filters if vapors or odours can be expected when food is being prepared or kept warm.
- Provide suitable number of portable fire extinguishers (to EN3, foam extinguishers or extinguishers for cooking oils and fats). At least one cooking oil/fat fire extinguisher and fire blanket for each cooking area (fire classification F to DIN EN2).

5.15.2 Cooking appliances and food preparation processes

Cooking appliances

Cooking equipment (e.g. deep fat fryers, fryers, large frying pans etc.) may only be electric and must be operated under supervision in the halls following notification to Spielwarenmesse eG.

At the end of each day of the event the appliances must be switched off at the mains. The mains switch must be clearly marked EMERGENCY OFF switch.

Cooking appliances and equipment must not be installed in traffic routes at the stand or directly next to hall gangways. A minimum distance of 1.5 m is to be observed.

Deep-fat fryers or similar equipment must not be used in the top storey of multi-storey stands. For fire safety reasons when using deep fat fryers a non-flammable canopy must be provided so that in the event of a hot grease fire there is no effect on the hall sprinkler system.

The maximum filling level is 40 l (filling level of adjacent appliances to be added up). If the maximum level is going to be exceeded this must be discussed with Spielwarenmesse eG beforehand. When using pressure cookers, hot air convection ovens or similar appliances using steam, such as combination steamers or convection ovens, a suitable air extractor and/or condensation hood must be provided above the appliance. Alternatively, appliances with integrated extraction systems may be used. In general it must be ensured that no hot steam, vapors or fumes can escape into the hall. In other respects the provisions of DGUV Regulations 110-002 are to be observed. In covered areas of two-storey stands fitted with a temporary sprinkler system or heat detectors, the use of the appliances described above must be agreed with Spielwarenmesse eG beforehand (4.2). The costs associated with all false alarms caused by the handling of cooking appliances will be billed to the perpetrator.

5.15.3 Grilling/barbecuing

Grilling/barbecuing in the halls and outdoor area is allowed subject to the prior written permission of Spielwarenmesse eG.

If written permission is given, only electric grills/barbecues may be used inside the halls and the vapors/smoke must be discharged outside using suitable exhaust systems.

■ 6. Environmental protection

Spielwarenmesse eG is committed to pro-active protection of the environment. As contractual partner of Spielwarenmesse eG, the exhibitor is obliged to ensure that all binding regulations and standards concerning environmental protection are also observed by his contractors (e.g. stand builders).

6.1 Waste management

All the following rules are based on the requirements of the Recycling Management Act (German KrWG), the associated implementation provisions and regulations, particularly including the Commercial Waste Regulations, the "state laws" and "local government by-laws".

The city of Nuremberg has issued a by-law on waste management which governs waste prevention and waste sorting and is binding on exhibitors and organizers.

The exhibitor is responsible for proper and environmentally compatible disposal of waste produced during assembly and dismantling and during the event by it or its contractors (e.g. stand builders, caterers, etc.). The exhibitor is the producer of this waste. The technical handling of disposal for recycling and removal is solely incumbent on Spielwarenmesse eG or its appointed ServicePartner.

6.1.1 Waste disposal

According to the principles of recycling management, waste should be primarily avoided during assembly and dismantling and during the event. Exhibitors and their contractual partners are obliged to effectively contribute to this in every phase of the event. This aim must be pursued by all concerned in the planning and coordination phases. This especially applies to packaging material, advertising material, carpets, disposable stand equipment, empty containers, pallets and disposable crockery. As a general principle, reusable and environment-friendly materials are to be used where possible for stand construction and operation. Every exhibitor is responsible for the proper and environment-compatible disposal of his own unavoidable waste.

The following waste disposal options are available to the exhibitor:

1. In order to meet exhibitors' aforementioned obligations, Spielwarenmesse eG uses the services of an official ServicePartner to ensure waste is disposed of correctly. The disposal costs for exhibitors which arise in relation to this are covered by payment of the waste disposal fee as per Item 6 of the Rules for exhibitors.

2. The exhibitor can make his own arrangements to dispose of the waste outside of the exhibition grounds at his own cost. A claim for refund or reduction of the waste disposal fee shall be excluded in this case.

The disposal of waste in waste containers or in other facilities of the Nuremberg exhibition grounds is expressly prohibited.

Exhibitors are obliged to hand over their stand spaces in a clean condition at the end of the event. This particularly applies to materials left on the hall floor (e.g. remains of adhesive tape etc.).

See also **Item 4.7.4**. The exhibitor shall also ensure that all waste is properly disposed of by the subcontractors, stand construction companies and other partners he has appointed for his stand. Please co-operate – think of the environment!

6.1.2 Hazardous waste

The exhibitor and exhibitor's contractual partners (e.g. stand builders) are obliged to notify Spielwarenmesse eG of waste whose type, property or quantity is especially hazardous to health, air or water, explosive or combustible (e.g. batteries, coatings, solvents, lubricants, paints, etc.) and to arrange their proper disposal by the responsible ServicePartner at their own cost.

6.1.3 External waste

Materials and waste not produced in connection with assembly and dismantling or the duration of the event are not to be brought into the exhibition grounds.

6.2 Water, waste water, soil protection

6.2.1 Oil and grease separators

The amounts discharged into the waste water network must not exceed the level of pollutants deemed normal for households.

If waste water containing oil or grease exceeding these levels is to be discharged, oil and grease separators must be used. These must comply with generally accepted engineering practice.

If mobile catering units are used, fats and oils must be collected and disposed of separately.

6.2.2 Cleaning, cleaning agents

The exhibitor is obliged to hand over his stand space in a clean condition at the end of the event. This particularly applies to materials left on the hall floor.

All cleaning work is to be done using biologically degradable products. Cleaning agents containing solvents that are damaging to health are only to be used in exceptional cases as laid down in the regulations. Spielwarenmesse eG cleans the traffic areas and other areas unless they were made available to exhibitors or other third parties. The exhibitor is responsible for cleaning the exhibition stand. Cleaning must be completed every day before the end of the exhibition or event. The official ServicePartner of Spielwarenmesse eG can be hired to clean the stand in the Online Service Center.

6.3 Environmental damage

Environmental pollution/contamination (e.g. through petrol, oil, solvents, paint) is to be reported to Spielwarenmesse eG without delay. Spielwarenmesse eG will arrange for this to be removed properly at the cost of the perpetrator.

Note:

If required the Instruction Sheets can be requested at standbau@spielwarenmesse.de