

Application

Please click here for the online application.

Phone +49 40 3569 2147, Fax +49 40 3569 2149
 info@smm-hamburg.com
 smm-hamburg.com

6-9 sept 2022
 leading international
 maritime trade fair
 smm-hamburg.com



1. **Company** (if EU entrepreneur: full company name including legal form and address according to VAT registration)

private person registered entrepreneur (or legal entity with VAT-Reg.-No.) **VAT-Reg.-No. (EU)** _____

Commercial/Company Reg.-No. (non-EU) _____ Country of the head office _____

Address/P.O. Box _____

Country abbr. Postcode _____ Town/City _____

Phone _____ Fax _____

E-mail (company) _____ Internet _____

Director first name/surname _____

2. **Contact person** E-mail _____

First name _____ Surname _____

Department _____ Function _____

Phone _____ Mobile _____

3. **Correspondence address** as 1. other _____

4. **Invoice address** as 1. as 3. other _____

5. **E-mail for electrical invoicing** _____

6. Application is herewith made for the inclusion of _____ co-exhibitors. (Please use the application for co-exhibitors.)

7. The following **products** will be presented (please itemize) _____

Prices/Costs (plus VAT)

8. Order exhibition space (minimum 20 sq. m) _____ sq. m, if possible _____ m wide and _____ m deep.		10. Main product category	
Stand requirements	Price (participation fee) per sq. m exhibition space	<input type="checkbox"/> Ships (including repairs and refits)	<input type="checkbox"/> Cargo handling systems and special vessel equipment
Row stand, 1 side open	<input type="checkbox"/> € 299.–	<input type="checkbox"/> Shipyard installations and equipment	<input type="checkbox"/> Electrical engineering/electronics
Corner stand, 2 sides open	<input type="checkbox"/> € 329.–	<input type="checkbox"/> Ship fittings and equipment	<input type="checkbox"/> Marine technology
Front stand, 3 sides open	<input type="checkbox"/> € 349.–	<input type="checkbox"/> Prime movers, gears and drive systems	<input type="checkbox"/> Ports and port technology
Island stand, 4 sides open	<input type="checkbox"/> € 359.–	<input type="checkbox"/> Auxiliary systems for prime movers	<input type="checkbox"/> Maritime services
Official national pavilions	<input type="checkbox"/> € 359.–	<input type="checkbox"/> Propulsors, manoeuvring devices, stabilisers and energy-saving devices	<input type="checkbox"/> Naval weapon systems
Open-air site	<input type="checkbox"/> € 190.–	<input type="checkbox"/> Ship operation equipment	<input type="checkbox"/> Shipbrokers and charterers
<input type="checkbox"/> Please send us your stand construction offers (no all-inclusive package).		11. Mandatory payments	
9. Placement requirements/remarks		<input checked="" type="checkbox"/> Marketing package per main exhibitor	€ 600.–
_____ _____ _____		<input type="checkbox"/> Marketing package per co-exhibitor	€ 600.–
		<input type="checkbox"/> Co-exhibitor fee per co-exhibitor	€ 300.–
		<input checked="" type="checkbox"/> AUMA fee per sq. m	€ 0.60

12. **Technical details** (required for stand allocation) Water supply/outlet Two floor stand

Max. floor load/sq. m _____ kg (if > 450 kg/sq. m) Height of stand/fair item: _____ m (if > 3.0 m)

13. **General and Specific Terms of Participation, Technical Regulations and House Rules of Hamburg Messe and Congress GmbH shall be an integral part of the contract. They are applicable in the version valid at the time of signing of contract, and can be inspected at smm-hamburg.com/applicationforms.**

We are also happy to send you these documents by e-mail on request (please contact: info@smm-hamburg.com). In case of application on behalf of a foreign exhibitor by an inland agent the inland agent is liable for the obligations of the foreign exhibitor resulting from this agreement.

Place and date _____ Surname, first name _____ Signature (please print and sign) _____



Hamburg Messe und Congress GmbH
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 Messeplatz 1 · 20357 Hamburg
 Germany

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 Fax +49 40 3569 2203
 info@hamburg-messe.com · info@cch.de
 hamburg-messe.com · cch.de

MD: Bernd Aufderheide (President + CEO), Uwe Fischer
 Chairman of Supervisory Board:
 State Secretary Andreas Rieckhof
 Commercial register: local court Hamburg HRB 12054
 Registered office: Hamburg

Legal Form: Limited Liability Company
 VAT-Reg.-No.: DE811214125
 Hamburg Commercial Bank
 BIC: HSHNDE33
 IBAN: DE10 2105 0000 0228 1300 00

Specific Terms of Participation 2022

Event-specific additions to General Terms of Participation (ATB), Technical Regulations (TR) and House Rules of Hamburg Messe and Congress GmbH (HMC)



Event and legal entity:

Hamburg Messe und Congress GmbH
P.O. Box 30 24 80 · 20308 Hamburg
Messeplatz 1 · 20357 Hamburg
– hereinafter called **HMC** –

Tel.: +49 40 3569 0
Fax: +49 40 3569 2203

info@hamburg-messe.de
hamburg-messe.de

Event title:

SMM 2022
the leading international maritime trade fair, hamburg

Venue:

HMC Fairground

Event duration:

6–9 September 2022

Project management:

Trade Fairs & Exhibitions 3

Claus Ulrich Selbach
Project Director

Tel.: +49 40 3569 2140

Carin Steinbach
Deputy Project Director

Tel.: +49 40 3569 2147

Fax: +49 40 3569 2149
E-mail: info@smm-hamburg.com
Internet: smm-hamburg.com

Deadline for entries in exhibitor directory:

May 2022

Opening times:

Tue. – Thu. 10:00 – 18:00 hours
Fr. 10:00 – 16:00 hours

From 6–9 September the fairground is open for exhibitors from 07:30 hours.

Assembly times:

Halls A1–A4, B1–B7:	31 Aug. – 4 Sept. 2022	07:00 – 22:00 hours
Halls A5, B8:	1–4 Sept. 2022	07:00 – 22:00 hours
All halls:	5 Sept. 2022	07:00 – 16:00 hours
Open Air Site:	depending on placement	

Disassembly times:

All halls:	9 Sept. 2022	16:00 – 24:00 hours
All halls:	10 Sept. 2022	00:00 – 22:00 hours
Halls A1–A4, B1–B7:	11–13 Sept. 2022	07:00 – 22:00 hours
Hallen A5, B8:	11–12 Sept. 2022	07:00 – 22:00 hours
Open Air Site:	depending on placement	

Early disassembly:
(see clause 7.3 and 7.10
General Terms of Participation)

Dismantling of the stand before the period set for dismantling is a breach of contract. HMC is entitled to impose a penalty charge of € 1,000.– plus VAT.
The same shall apply if the entire stand personnel leave before the end of the exhibition.

Early stand assembly/ Extended disassembly:

Any requests for early stand assembly / extended disassembly times must be submitted in writing to the Trade Fair and Exhibition Technology Department and approved (see Online Service Center / approvals and applications). An entitlement of approval does not exist.
If you have any questions, please contact the Trade Fair and Exhibition Technology Department (Tel.: +49 40 3569 2528 / e-mail: ops@hamburg-messe.de).

Minimum stand size:

20 sq. m exhibition space.

Participation fee:
(see clause 6, General Terms of
Participation)

The invoice will be sent directly after admission has been given. 100 % of the invoice amount is payable within 14 days from receipt of the invoice.

Application:
(see clause 2.2 General Terms of
Participation)

Please note that the application gives no legal claim to a certain size or position of the stand.

Cancellation before admission:
(see clause 8.1 General Terms of
Participation)

If the exhibitor withdraws his application before admission (before receiving the log-in access data for the Online Service Center) or if he raises objection to the placement proposal pursuant to 3.6 General Terms of Participation, HMC is entitled to charge an **administrative fee** of € 300.– plus VAT.

Withdrawal after admission:

Please note Clause 8 of the General Terms of Participation.



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Reductions in size of stand space: (see clause 8.6 General Terms of Participation)	The stand space specified in the acceptance is binding. After acceptance, any reductions in stand space requested by the exhibitor are possible only in consultation with HMC, and do not lead to reduction in stand rent. If HMC succeeds in renting out the reduced stand space to a third party, an administrative fee amounting to 25 % of the (proportional) participation fee for the space not used by the exhibitor is payable in accordance with clause 8.6 General Terms of Participation.
Limitations for admission:	Please note Arts. 3 and 11 of the General Terms of Participation.
Exhibitor passes: (see clause 16 General Terms of Participation)	Up to a stand size of 20 sq. m the exhibitor will receive three exhibitor passes free of charge. One additional pass will be issued free-of-charge for every further 10 sq. m or part thereof. The maximum allocation is limited to 30 free-of-charge exhibitor passes. Further exhibitor passes may be ordered on payment of a charge from the Online Service Center. NO exhibitor passes are needed for assembly and disassembly.
Marketing package / Trade Fair Media: (see clause 14 General Terms of Participation)	The charge for the mandatory Media package for main and co-exhibitors is € 600.– each plus VAT . This fee includes an entry in all of the trade fair media and the Visitor Information System, plus free visitor Wi-Fi. The deadline for requesting an entry in the trade fair media (catalogue copy date) will be communicated by the responsible service partner or Hamburg Messe in a timely fashion. Requests not received by the deadline will result in existing information from the event registration / acceptance data being used. Exhibitors registered / accepted after the deadline will be entered into digital trade fair media only; full charges apply. Feel free to direct any enquiries to the contacts named within the section for trade fair media of the Hamburg Messe Online Service Center (OSC).
Registration charge for co-exhibitors: (see clause 4.3. General Terms of Participation)	Co-exhibitors must be notified to HMC in writing with indication of company name, address, and products / services. Please complete the separate registration form for this purpose. The charge for co-exhibitors is € 300.– plus VAT per co-exhibitor and will be invoiced to the main exhibitor. The marketing package fee is € 600.– plus VAT per co-exhibitor and will be invoiced to the main exhibitor.
Exhibition stand design:	Please note Clause 7 of the General Terms of Participation and Clause 5.7 of the Technical Regulations.
Stand partition walls:	Please note Clause 7 of the General Terms of Participation and Clause 5.7.6 of the Technical Regulations.
Two-floor exhibition stands: (see clause 7.5 General Terms of Participation, clause 5.9 Technical Regulations)	For two-floor exhibition stands, the space used on the upper floor will be charged at 50% of the charge applicable for the ground floor. Two-floor exhibition stands are subject to approval (see Online Service Center) by the technical department of HMC.
Stand construction height:	Please note in your planning the regulations on construction heights, Technical Regulations Clause 5.3.
Stand roofing: (see clause 5.4.2 of the Technical Regulations)	Please note that roofing may impair the effect of the sprinkler system. It may then be necessary to install a sprinkler system on the stand itself.
Events held by exhibitors:	If an exhibitor wishes to conduct an event at his own exhibition stand after the daily opening times this must be applied for in writing. Respective forms can be found in the Online Service Center. The resulting costs for additional supervision and security staff will be charged to the exhibitor. Events are permissible up to 22:00 hours at the latest.
Audio presentations: (see clause 13 General Terms of Participation)	Please limit your volume to a level that is acceptable for your neighbours. Relevant indications are shown in Clause 6.12 of the Technical Regulations.
Exchange of exhibitor:	The transfer of the booked stand space is only possible by prior approval of HMC and signing a transfer agreement.
Exhibit protection:	Subject to a decision by the Federal Justice Ministry, HMC offers exhibitors a certificate for submission to the German Patent and Trade Mark Office that the exhibit to be protected (consumer / investment product, design / utility model) has been exhibited at SMM 2022. For further information see Online Service Center / approvals and applications.
Advance payment for expected additional costs: (see clause 5.3 General Terms of Participation)	No additional advance payment is required for SMM 2022.
Invitations:	Exhibitors can invite their customers to the event by sending them invitations for free admission. After the end of the event, any invitations which have been used by the customers will be charged to the exhibitor. The pricing for invitations is shown at the Online Service Center (OSC). Invitations can be ordered in the exhibitor ticket shop (accessed via the Online Service Center). It is possible to order printed invitations or digital codes in the exhibitor ticket shop. The exhibitor ticket shop also provides you with a list of the invitations which have already been used and, after the exhibition has started, a list of the invitations with admittance.
General reimbursement of costs in the event of cancellation: (see clause 15 General Terms of Participation)	No general reimbursement of costs in accordance with clause 15.2 sentence 2 ATB will be charged in the event of cancellation due to force majeure.



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Specific provisions for official national pavilions:

Exhibitor passes:

(see clause 16 General Terms of Participation)

Companies which exhibit within an official national pavilion will receive one free-of-charge exhibitor pass up to an occupied stand size of 9 sq. m. The exhibitor will receive two free-of-charge exhibitor passes for a stand size up to 15 sq. m. The exhibitor will receive three free-of-charge exhibitor passes up to a stand size of 20 sq. m. One additional pass will be provided for every additional 10 sq. m or part thereof. The total number of passes per exhibitor is limited to 20 exhibitor passes. The organiser of the pavilion will also receive five exhibitor passes free of charge, provided that the stand size of the pavilion is more than 100 sq. m.

Exhibitor status:

All companies participating in an official national pavilion are entitled to main-exhibitor status.

Stand sketch:

The organiser of the national pavilion is required to notify HMC of the exhibiting companies within the pavilion including their full contact details. Further, the organiser is required to provide a detailed stand sketch showing the stand space including stand dimensions allocated to each exhibiting company until **20 May 2022**. HMC will allocate the stand numbers on the basis of this sketch.

Please also complete the separate form for national pavilions.

Application co-exhibitors

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Please note that all co-exhibitors must be registered and require permission to attend from Hamburg Messe und Congress GmbH.

Co-exhibitors: Co-exhibitors are companies other than the main exhibitor with representation by their own staff in a rented stand area. They are also considered to be co-exhibitors if they are associated with the main exhibitor in financial or organisational terms.

Registration fee: € 300.00 excluding VAT per co-exhibitor.

Marketing package: An entry will be made in the SMM 2022 catalogue and the associated online exhibitor database.
The fee for the marketing package is € 600.00 excluding VAT.

Name of the main exhibitor

Registration No.

We hereby request the following co-exhibitor to be included at SMM 2022:

(To register additional co-exhibitors, please use copies of this form.)

Company (if EU entrepreneur: full company name including legal form and address according to VAT registration)

private person registered entrepreneur (or legal entity with VAT-Reg.-No.) VAT-Reg.-No. (EU) _____

Commercial/Company Reg.-No. (non-EU) _____ Country of the head office _____

Contact Person _____

Address/P.O. Box _____

Country abbr. Postcode Town/City

Phone _____ Fax _____

E-mail (company) _____ Internet _____

E-mail for electronic invoicing

The following **products** will be presented (please itemize) _____

Main product category			
<input type="checkbox"/> Ships (including repairs and refits)	<input type="checkbox"/> Auxiliary systems for prime movers	<input type="checkbox"/> Cargo handling systems and special vessel equipment	<input type="checkbox"/> Maritime services
<input type="checkbox"/> Shipyard installations and equipment	<input type="checkbox"/> Propulsors, manoeuvring devices, stabilisers and energy-saving devices	<input type="checkbox"/> Electrical engineering/electronics	<input type="checkbox"/> Naval weapon systems
<input type="checkbox"/> Ship fittings and equipment	<input type="checkbox"/> Ship operation equipment	<input type="checkbox"/> Marine technology	<input type="checkbox"/> Shipbrokers and charterers
<input type="checkbox"/> Prime movers, gears and drive systems		<input type="checkbox"/> Ports and port technology	<input type="checkbox"/> Media

By submitting this registration, the undersigned accepts the General and Specific Terms of Participation, Technical Regulations and House Rules of Hamburg Messe und Congress GmbH. Furthermore, the undersigned undertakes to extend these terms and rules to any co-exhibitors. They can be inspected at smm-hamburg.com/applicationforms. The main exhibitor agrees that the co-exhibitor is allowed to place orders via the online service centre at his own expense.

Place and date _____ Surname, first name main exhibitor _____ Signature main exhibitor (please print and sign) _____



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MD: Bernd Aufderheide (President + CEO), Uwe Fischer
Chairman of Supervisory Board:
State Secretary Andreas Rieckhof
Commercial register: local court Hamburg HRB 12054
Registered office: Hamburg

Legal Form: Limited Liability Company
VAT-Reg.-No.: DE811214125
Hamburg Commercial Bank
BIC: HSHNDE33
IBAN: DE10 2105 0000 0228 1300 00