



# Golfmesse

the golf event at FESPO  
30<sup>th</sup> January – 02<sup>nd</sup> February 2020

## TERMS OF PARTICIPATION FESPO & GOLFMESSE 2020

Version March 2019

BERNEXPO AG  
Mingerstrasse 6  
Post office box  
CH-3000 Bern 22

Phone +41 31 340 11 11  
Fax +41 31 340 11 10

[www.fespo.ch](http://www.fespo.ch)  
[www.golfmesse.ch](http://www.golfmesse.ch)  
[fespo@bernexpo.ch](mailto:fespo@bernexpo.ch)  
[golfmesse@bernexpo.ch](mailto:golfmesse@bernexpo.ch)

## 1. Dates for your planning (subject to change)

⇒ Send registration documents	March 2019	to exhibitor
⇒ Registration confirmation by e-mail	after receipt of registration	to exhibitor
⇒ <b>Beginning of booth allocation</b>	<b>September 2019</b>	<b>to BERNEXPO AG</b>
⇒ Send booth allocation and login details for technical orders in the Online Service Center (OSC)	October 2019	to exhibitor
⇒ Send partial invoice	2 weeks after confirmation of booth allocation	to exhibitor
⇒ Due date of part invoice	within 30 days	to BERNEXPO AG
⇒ Closing date for technical orders	December 2019	to BERNEXPO AG
⇒ Last changes catalogue entry	Beginning of December 2019	to BERNEXPO AG
⇒ Detailed information stand assembly (transportation concept)	December 2019	to exhibitor
⇒ Sending of exhibitor passes, parking tickets	beginning of January 2020 (after receipt of payment)	to exhibitor
⇒ Stand assembly	27 – 29 January 2020	
⇒ Exhibition	30 January – 2 February 2020	
⇒ Dismantling	2 February 2020, from 18.00h until 3 February 2020, 18.00h	
⇒ Final invoice	March 2020	to exhibitor
⇒ Final invoice payment due	30 days from date invoice	to BERNEXPO AG

## 2. Opening hours

Event opening times for visitors:

Thursday – Sunday 30 January – 2 February 2020      10.00 a.m. – 06.00 p.m.

For exhibitors: daily 1 hour before the trade show opens.

## 3. Organizer

BERNEXPO AG  
Mingerstrasse 6  
Postfach  
CH-3000 Bern 22

Phone +41 31 340 11 11  
Fax +41 31 340 11 10  
E-Mail fespo@bernexpo.ch  
golfmesse@bernexpo.ch  
Internet www.fespo.ch  
www.golfmesse.ch

## 4. Scope

These „Terms of Participation“ apply to the participation at the exhibition „FESPO“ and „Golfmesse“ and are complemented by the “General Conditions” of BERNEXPO AG, the operating regulations of the exhibition location and all the applicable legal provisions, such as the Decree on the Publication of Prices.

## 5. Legal partner

The registered main exhibitor is the legal partner of BERNEXPO AG. Any eventual costs for additional elements ordered by co-exhibitors/ subtenants, such as exhibitor’s passes, parking tickets or other, will be invoiced to the main exhibitor legally bound to BERNEXPO AG. It is the main exhibitor’s responsibility to further invoice these to co-exhibitors/subtenants.

## 6. Admitted exhibitors

Admitted exhibitors are those companies that operate in the subject areas. There is no entitlement to admission. Requests for admission may be refused without justification.

## 7. Prices (without 7,7% VAT)

Surface rental includes the following general services:

- overall technical supervision
- information service
- heating
- daily cleaning of the general access areas of the halls
- general security surveillance
- advertising
- PR
- 1 exhibitor pass per 4 m<sup>2</sup> of stand surface, max. 20 passes

### 7.1 Stand hire in halls

(stand area without infrastructure)

Item no.	Item description	Price	Unit
100045	In-line stand (1 open side), at least 18m <sup>2</sup>	CHF 288.00	per m <sup>2</sup>
100045	Corner stand (2 open sides), at least 18m <sup>2</sup>	CHF 358.00	per m <sup>2</sup>
100045	Peninsula stand (3 open sides), at least 18m <sup>2</sup>	CHF 373.00	per m <sup>2</sup>
100045	Island stand (4 open sides), at least 25m <sup>2</sup>	CHF 388.00	per m <sup>2</sup>

## 7.2 Stand packages

Detailed information on „Stand package“ supplement.

### 7.2.1 Stand packages FESPO

Item no.	Item description	Price	Area
105000	Stand package Modul / in-line stand (1 open side)	CHF 5'450.00	12m <sup>2</sup>
105000	Stand package Modul / in-line stand (1 open side)	CHF 6'655.00	15m <sup>2</sup>
105000	Stand package Modul / in-line stand (1 open side)	CHF 7'825.00	18m <sup>2</sup>
105000	Stand package Modul / in-line stand (1 open side)	CHF 415.00 /m <sup>2</sup>	from 20m <sup>2</sup>

105010	Stand package Wellness / in-line stand (1 open side)	CHF 6'150.00	12m <sup>2</sup>
105010	Stand package Wellness / in-line stand (1 open side)	CHF 7'550.00	15m <sup>2</sup>
105010	Stand package Wellness / in-line stand (1 open side)	CHF 490.00 /m <sup>2</sup>	from 18m <sup>2</sup>

105005	Stand package Asia / in-line stand (1 open side)	CHF 6'150.00	12m <sup>2</sup>
105005	Stand package Asia / in-line stand (1 open side)	CHF 7'550.00	15m <sup>2</sup>
105005	Stand package Asia / in-line stand (1 open side)	CHF 490.00 /m <sup>2</sup>	from 18m <sup>2</sup>

105040	Stand package Austria / in-line stand (1 open side)	CHF 5'450.00	9m <sup>2</sup>
105040	Stand package Austria / in-line stand (1 open side)	CHF 6'950.00	12m <sup>2</sup>
105040	Stand package Austria / in-line stand (1 open side)	CHF 8'450.00	15m <sup>2</sup>
105040	Stand package Austria / in-line stand (1 open side)	on request	from 18m <sup>2</sup>

105009	Stand package Emotion / in-line stand (1 open side)	CHF 4'950.00	8m <sup>2</sup>
105009	Stand package Emotion / in-line stand (1 open side)	CHF 7'450.00	12m <sup>2</sup>

### 7.2.2 Stand packages Golfmesse

Item no.	Item description	Price	Area
105065	Stand package Modul (Golf) / in-line stand (1 open side)	CHF 4'700.00	9m <sup>2</sup>
105065	Stand package Modul (Golf) / in-line stand (1 open side)	CHF 5'450.00	12m <sup>2</sup>
105065	Stand package Modul (Golf) / in-line stand (1 open side)	CHF 6'655.00	15m <sup>2</sup>
105065	Stand package Modul (Golf) / in-line stand (1 open side)	CHF 7'825.00	18m <sup>2</sup>
105065	Stand package Modul (Golf) / in-line stand (1 open side)	CHF415.00/m <sup>2</sup>	from 20m <sup>2</sup>

105060	Stand package Golf / in-line stand (1 open side)	CHF 5'150.00	9m <sup>2</sup>
105060	Stand package Golf / in-line stand (1 open side)	CHF 5'850.00	12m <sup>2</sup>
105060	Stand package Golf / in-line stand (1 open side)	CHF 7'200.00	15m <sup>2</sup>
105060	Stand package Golf / in-line stand (1 open side)	CHF 8'275.00	18m <sup>2</sup>
105060	Stand package Golf / in-line stand (1 open side)	CHF 440.00/m <sup>2</sup>	from 20m <sup>2</sup>

Additional amount on the basic rate of stand packages with several open sides:

1 open side	without additional amount	
2 open sides	CHF 70.--/m <sup>2</sup>	
3 open sides	CHF 85.--/m <sup>2</sup>	with at least 18m <sup>2</sup>
4 open sides	CHF 100.--/m <sup>2</sup>	with at least 25m <sup>2</sup>

## 7.3 Early bird booking discount

The discount is valid if the registration is done by July 31<sup>st</sup>, 2019. The discount will be taken into account on the 1st part invoice

## 7.4 Additional costs

The following additional costs are compulsory:

Communications package	CHF	250.--
Electricity consumption fee	CHF	4.50/m <sup>2</sup>
Waste disposal flat fee	CHF	3.50/m <sup>2</sup>

All additional services (e.g. furniture, power socket, stand cleaning, etc.) are optional and can be ordered from our web shop. .

## 8. Co-exhibitor

Co-exhibitors are people, companies or organisations that have some kind of presence on the stand of an exhibitor by means of an address, objects, brochures or in person. If an exhibitor intends having co-exhibitors on their stand, the exhibitor is to register these via online registration.

The following cost incur per co-exhibitor and will be charged to the main exhibitor:

Article-No.	Article	Price	Unit
610980	Basic communication package co exhibitor	CHF 250.00	flat

## 9. Catering / Sale of food

Special conditions apply to the sale of food and / or drinks on the stand. For this reason, any selling of food and / or drinks must be approved by the fair organizer. Legal approval will be sought by the applicable fair management on behalf of all exhibitors and fees subsequently charged to them. The catering contractors for the applicable fair will also demand a percentage of turnover as commission.

## 10. Withdrawal from participation

In case of withdrawal of an application, the following conditions will apply: if the withdrawal is requested up to **three months before the start of the fair, 25% of the total stand rental fee will be charged. After that date, 100% will be charged.** Any additional services already ordered are likewise to be settled by the exhibitor. These conditions remain valid even if the stand is successfully rented to a third party following the cancellation.

## 11. Exhibitor passes

The exhibitor is entitled to 1 exhibitor pass per 4 m<sup>2</sup> of stand surface (max. 20 pcs.). Further exhibitor passes may be obtained at CHF 16.--. Using these tickets, you will be permitted access to the fair halls from one hour before the fair opens.

These tickets will be sent to the exhibitor after receipt of payment, approximately three weeks before the exhibitions starts.

Article-No.	Article	Price	Unit
150010	Exhibitor passes, additional	CHF 16.00	piece

## 12. Entrance tickets (Free visitor passes)

Every exhibitor can invite clients by sending them a priority code and they will have the possibility to order their tickets at home by themselves and may print out those easily. Only the redeemed vouchers will be charged. After the exhibition the exhibitor gets a list with the addresses of the redeemed vouchers.

Prices will be found in the Online Service Center.

### 13. Basic communication package

The information regarding communication package will be provided in autumn 2019.

#### List of exhibitors

The basic entry in the online list of exhibitors is compulsory and subject to charge.

Article-No.	Article	Price	Unit
610970	Basic communication package main exhibitor	CHF 250.00	flat
610980	Basic communication package co exhibitor	CHF 250.00	flat

#### 13.1 Electronic list of exhibitors: [visit.fespo.ch](http://visit.fespo.ch)

An electronic list of exhibitors at the trade fair will be published in autumn 2018. All applications received up to this point in time will be published. All applications received later will be published on an ongoing basis until the exhibition starts.

Any compensation or other claims against BERNEXPO AG cannot be asserted if the participant does not exploit the one-year period. During this period of time, all data can be updated by the exhibitor or co-exhibitor.

### 14. Exhibitor car parking tickets

The car park is located behind the Exhibition Center Zurich. You have the possibility to order a 4- or 5-day parking ticket. The ordered tickets will be sent to the exhibitor after receipt of payment, approximately three weeks before the exhibitions starts.

Article-No.	Article	Price	Unit
106084	Exhibitor car park, 4 days	CHF 96.00	piece
106085	Exhibitor car park, 5 days	CHF 107.00	piece

### 15. Electricity / Waste

The electricity consumption is billed separately even if no power connection has been ordered. A flat fee will be charged for waste disposal at all fairs.

Article-No.	Article	Price	Unit
400990	Electricity consumption	CHF 4.50	per m <sup>2</sup>
554980	Waste disposal fee	CHF 3.50	per m <sup>2</sup>

### 16. Goods deliveries

During the event: daily 1 hour before the trade show opens. Delivery vehicles must have left the exhibition premises 1/2 hour before the trade show opens.

### 17. Final provisions

The specified prices (unless indicated otherwise) do not include VAT. Prices are subject to change. The German version applicable at the time of registration is binding.

Bern, March 2019