## FRUIT CONNECTIONS. FRUIT LÖGISTICA Berlin 5/6/7 Feb 2025



## **Exhibitor Timetable**

REGISTRATION DEADLINES				
2 May until 31 July 2024	Registration period for main exhibitors. Late registrations will be considered subordinate and will be placed according to the availability of stand space.	https://asp.fruitlogistica.com/		
2 May until 10 November 2024	Registration period for co-exhibitors. Late registrations cannot be taken into account for the printed catalogue 'Exhibition Guide'.	https://asp.fruitlogistica.com/		
1 August until 30 November 2024	Tech Stage	www.fruitlogistica.com/en/events/tech-stage/		
until 8 November 2024	Startup World	www.fruitlogistica.com/en/events/startup-day/		
15 October until 15 November 2024	Innovation Award (FLIA)	www.fruitlogistica.com/en/events/innovation-award-(flia)/		
1 October until 1 December 2024	Spotlight for main exhibitors and co-exhibitors.	www.fruitlogistica.com/en/trade-visitors/spotlight/		
ORGANISATIONAL MATTERS REGARDING YOUR STAND REGISTRATION				
Earliest possible	<ul> <li>Make your travel arrangement, including flight &amp; <u>hotel bookings</u></li> <li>Apply for visa if required</li> <li>Select stand construction company, noting all <u>relevant regulations</u></li> <li><u>Register</u> events at your stand free of charge (obligated)</li> </ul>			
Note cancellation deadlines	New cancellation policy for the stand area must be noted (§4). The cancellation policy for system stands remains the same.	www.fruitlogistica.com/specialconditions		
From October 2024	Acceptance of the placement proposal. Stand applications submitted after 31 July 2024 are expected to receive a placement proposal from November.	https://asp.fruitlogistica.com/		
October until middle of December 2024	Book services in the <u>BECO Webshop</u>	https://beco.messe-berlin.de/en/content/services/index. html?_service_container=mb_eshoplive_66040		
From November 2024	Receive down payment invoice including stand number.	Electronic invoicing via messe-berlin@quadient-eservices.com		
	<ul> <li>Book services in the <u>BECO Webshop</u></li> <li>Order free construction and dismantling passes, if required</li> <li>Send invitations to customers and business partners</li> <li>Order entry vouchers for customers and business partners</li> </ul>	https://beco.messe-berlin.de/en/content/services/index. html?_service_container=mb_eshoplive_66040		
From December 2024	Receive codes for free exhibitor passes.	The codes will be send by email from tickets@messe-berlin.de		
From April 2025	Receipt of the final invoice.	Electronic invoicing via messe-berlin@quadient-eservices.com		

As of: 15 November 2024

Subject to change. Please note: further information may follow at a later date at www.fruitlogistica.com

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STAND CONSTRUCTION, EQUIPMENT AND LOGISTICS					
1 October until 26 November 2024	Approval is mandatory for individual stand construction with double storey. For all other stand constructions, compliance with the <u>Technical Guidelines</u> and the and the <u>Special Conditions</u> <u>of Participation</u> (§7 stand design) is sufficient.	messetechnik@messe-berlin.de traffic-visifair@messe-berlin.de			
From 15 December 2024	Book time slot for loading zone via VisiFair.	www.fruitlogistica.com/traffic-and-logistics			
1 November 2024 until 8 January 2025	<ul> <li>Book services in the <u>BECO Webshop</u></li> <li>Order of stand equipment (electrical/ water connections, etc.)</li> <li>Organize transport of exhibition materials</li> <li>Booking Parking lot for vehicles</li> <li>Book waste disposal (mandatory), and if necessary cleaning service if required (note new regulations!)</li> <li>Order of security services, insurance, storage goods</li> <li>Order catering</li> <li>Book additional staff for the Stand</li> <li>Order night construction if necessary</li> </ul>	A surcharge of 20% on the listed prices will be charged for orders placed within the last 4 weeks before the start of the trade fair (9 January 2025).			
30 January 2025	Start of stand construction for halls 1.1, 2.1, 3.1, 4.1, 5.1, 6.1	30 January – 3 February 2025: night construction possible; <u>Order</u> at least 1 day in advance			
From 31 January 2025	Stand construction in all halls: daily 7 a.m. to midnight	30 January – 3 February 2025: night construction possible; <u>Order</u> at least 1 day in advance			
3 February 2025	End of construction: at midnight (construction inspection/acceptance). After this deadline no machines or equipment are permitted for setup.				
4 February 2025	End of decorative installation: 10 p.m.				
7 February until 10 February 2025	Dismantling in all halls from 7 February, 4 p.m.	Each exhibitor is obligated to ensure that their exhibition stand is fully equipped and staffed with expert staff for the entire duration of the event, daily from 9 a.m. to 6 p.m. It is not permitted to dismantle the stand before 4 p.m. on Friday, 7 February 2025.			
COMMUNICATION SERVICES					
From September 2024	Booking of Advertising On-Site and Online as well as Sponsoring.	www.fruitlogistica.com/advertising-sponsoring			
1 November 2024	Order digital press box. Announcement of press events to fruit logistica-pr@messe-berlin.de.	www.fruitlogistica.com/en/press/			

		events to fruit_logistica-pr@messe-berlin.de.	
	nber 2024 anuary 2025	Update exhibitor entry for main exhibitors and co- exhibitors on FRUIT LOGISTICA Online. The data will be used for the printed catalogue 'Exhibition Guide'.	https://online.fruitlogistica.com/ The content-manager link to update the profile will be sent by e-mail to all exhibitors.
20 Dece	mber 2024	Advertising deadline for the printed catalogue 'Exhibition Guide'. Deadline for printing materials is 6 January 2025.	www.fruitlogistica.com/de/aussteller/marketing/ exhibition-guide/

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