

DATE	ACTIVITY	FURTHER INFORMATION
Early May to 31 July 2023	<ul style="list-style-type: none"> • Submit stand registration 	www.fruitlogistica.com/en/exhibitors/registration
31 July 2023	<ul style="list-style-type: none"> • Deadline for exhibitor registration, afterwards registration for waiting list 	www.fruitlogistica.com/en/exhibitors/registration
from August	<ul style="list-style-type: none"> • Submit registration for: Tech Stage and Innovation Award FLIA 	www.fruitlogistica.com/en/events/tech-stage www.fruitlogistica.com/en/events/innovation-award-flia
September until October	<ul style="list-style-type: none"> • Receive placement proposal and, Confirmation of placement 	by e-mail
	<ul style="list-style-type: none"> • Register co-exhibitors 	www.fruitlogistica.com/en/exhibitors/registration
	<ul style="list-style-type: none"> • Order advertising space and sponsorships 	www.fruitlogistica.com/en/exhibitors/marketing/advertising-spaces-sponsoring
as early as possible	<ul style="list-style-type: none"> • Make travel reservations 	www.fruitlogistica.com/en/trade-visitors/travel-hotel
	<ul style="list-style-type: none"> • Apply for visa if required 	www.fruitlogistica.com/en/trade-visitors/travel-hotel/visa
	<ul style="list-style-type: none"> • Select stand construction company, noting all relevant regulations 	www.fruitlogistica.com/en/exhibitors/exhibition-planning
from October 2023	<ul style="list-style-type: none"> • Submit registration for: Spotlight and Startup Day 	www.fruitlogistica.com/en/trade-visitors/spotlight www.fruitlogistica.com/en/events/startup-day
from November 2023	<ul style="list-style-type: none"> • Receive down payment invoice incl. official stand number 	electronic invoicing via e-Invoicing-portal Quadient
	<ul style="list-style-type: none"> • Order additional services – BECO Webshop 	www.fruitlogistica.com/en/exhibitors/beco-webshop
	<ul style="list-style-type: none"> • Order construction and dismantling passes if required 	BECO-Webshop/ticketsandparkingspace
	<ul style="list-style-type: none"> • Send invitations to customers and business partners 	
	<ul style="list-style-type: none"> • Order entry vouchers for customers and business partners 	BECO-Webshop/ticketsandparkingspace
	<ul style="list-style-type: none"> • Order PR services and digital press box 	www.fruitlogistica.com/en/exhibitors/marketing/pr-for-exhibitors
4 November 2023	<ul style="list-style-type: none"> • Closing date for Spotlight for exhibitors 	www.fruitlogistica.com/en/trade-visitors/spotlight
	<ul style="list-style-type: none"> • Closing date for Startup Day 	www.fruitlogistica.com/en/events/startup-day
10 November 2023	<ul style="list-style-type: none"> • Closing Date for Co-exhibitors 	https://www.fruitlogistica.com/en/exhibitors/registration
11 November 2023	<ul style="list-style-type: none"> • Closing date for registrations for Innovation Award FLIA 	www.fruitlogistica.com/en/events/innovation-award-flia
until 28 November 2023	<ul style="list-style-type: none"> • Submit stand construction plans for official approval, only compulsory from 2.5m stand height 	messetechnik@messe-berlin.de
until 30 November 2023	<ul style="list-style-type: none"> • FRUIT LOGISTICA Online • Exhibition Guide: Update entries for co-/exhibitors 	Link via e-mail to all exhibitors. This can be used to maintain and update the exhibitor entry.

2 December 2023	<ul style="list-style-type: none"> • Deadline registrations for Spotlight for Co-Exhibitors 	www.fruitlogistica.com/en/trade-visitors/spotlight
	<ul style="list-style-type: none"> • Deadline registrations for Tech Stage 	www.fruitlogistica.com/en/events/tech-stage
Mid. of December 2023	<ul style="list-style-type: none"> • Receive the codes for free exhibitor passes 	The codes will be sent by email from tickets@messe-berlin.de
until 3 January 2024	<ul style="list-style-type: none"> • Order of stand equipment (electrical / water connections, etc.) • Organize transport of exhibition materials • Booking Parking lot for vehicles • Order of waste disposal and cleaning services • Order of security services, insurance, storage goods • Order of catering • Booking of additional staff for the Stand 	<p>Make all your bookings for your stand here: >>> www.beco.messe-berlin.de/en <<<</p> <p>! Please note:</p> <p>A surcharge of 20% on the listed prices will be charged for orders placed in the BECO-Webshop within the last 4 weeks before the start of the trade fair.</p>
1 February 2024	<ul style="list-style-type: none"> • Start of stand construction for halls 1.1, 2.1, 3.1, 4.1, 5.1, 6.1 	
from 2 February 2024	<ul style="list-style-type: none"> • Stand construction in all halls: daily 7 a.m. to midnight 	1-5 February 2024: night construction possible; Order at least 1 day in advance (BECO-Webshop/approvals)
5 February 2024	<ul style="list-style-type: none"> • End of construction: at midnight (construction inspection/acceptance) 	
6 February 2024	<ul style="list-style-type: none"> • End of decorative installation: 10 p.m. 	
7–9 February 2024	<ul style="list-style-type: none"> • Opening times for exhibitors: • Opening hours for trade visitors: 	<p>daily 8a.m.- 7p.m./ Fridays 8a.m.- 5p.m.</p> <p>daily 9a.m.- 6p.m./ Fridays 9a.m.- 4p.m.</p>
9 February 2024	<ul style="list-style-type: none"> • Start of dismantling in all halls: from 4 p.m. 	
10 –12 February 2024	<ul style="list-style-type: none"> • Dismantling in all halls: daily from 7 a.m. to 10 p.m. 	<p>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, 9 February 2024.</p>
April 2024	<ul style="list-style-type: none"> • Receipt of the final invoice 	electronic invoicing via the e-invoicing portal Quadient