

DATE	ACTIVITY	FURTHER INFORMATION
Early June to 31 July 2021	Submit stand registration	<a href="http://www.fruitlogistica.de/en/Exhibitors/Registration">www.fruitlogistica.de/en/Exhibitors/Registration</a>
31 July 2021	Deadline for exhibitor registration	
September - October	<b>Receive placement proposal, Confirmation of placement</b>	by e-mail
	Register co-exhibitors	<a href="http://www.fruitlogistica.com/Exhibitors/Registration">www.fruitlogistica.com/Exhibitors/Registration</a>
	Order advertising space and sponsorships	<a href="http://www.fruitlogistica.com/Exhibitors/Marketing/AdvertisingSpacesSponsoring">www.fruitlogistica.com/Exhibitors/Marketing/AdvertisingSpacesSponsoring</a>
as early as possible	Make travel reservations	<a href="http://www.fruitlogistica.com/Exhibitors/TravelHotel">www.fruitlogistica.com/Exhibitors/TravelHotel</a>
	Apply for visa if required	<a href="http://www.fruitlogistica.com/Exhibitors/TravelHotel/Visa">www.fruitlogistica.com/Exhibitors/TravelHotel/Visa</a>
	Select stand construction company, noting all relevant regulations	<a href="http://www.fruitlogistica.com/Exhibitors/ExhibitionPlanning">www.fruitlogistica.com/Exhibitors/ExhibitionPlanning</a>
28 October 2021	Closing date for Spotlight exhibitor registration	<a href="http://www.fruitlogistica.com/Exhibitors/Spotlight">www.fruitlogistica.com/Exhibitors/Spotlight</a>
	Closing date for Start-up Day registrations	<a href="http://www.fruitlogistica.de/en/Exhibitors/Start-UpDay">www.fruitlogistica.de/en/Exhibitors/Start-UpDay</a>
From November	<b>Receive down payment invoice incl. official stand number</b>	electronic invoicing via E-Invoicing-Portal Quadient
	Order additional services – BECO Webshop	<a href="http://www.fruitlogistica.com">www.fruitlogistica.com</a> > Exhibitors > BECO Webshop
	Order construction and dismantling passes if required	BECO Webshop > Tickets and Parking Space
	Order additional exhibitor passes if required	BECO Webshop > Tickets and Parking Space
	Send invitations to customers and business partners	
	Order entry vouchers for customers and business partners	BECO Webshop > Tickets and Parking Space
	Order PR services and digital press box	<a href="http://www.fruitlogistica.com/Exhibitors/Marketing/PRForExhibitors">www.fruitlogistica.com/Exhibitors/Marketing/PRForExhibitors</a>
	Order FRUIT LOGISTICA advertising materials	BECO Webshop > Communication Services > Advertising Materials
	Check your digital platform for appointment requests	tba
	Arrange appointments with customers, business contacts and press	tba
5. November 2021	Closing date for entries for Innovation Award FLIA	<a href="http://www.fruitlogistica.com/TradeVisitors/FLIA">www.fruitlogistica.com/TradeVisitors/FLIA</a>
10 November 2021	Closing date for co-exhibitor registration Closing date for registration for Organic Route / Convenience Route	<a href="http://www.fruitlogistica.com/Exhibitors/Registration">www.fruitlogistica.com/Exhibitors/Registration</a> <a href="mailto:www.fruitlogistica@messe-berlin.de">www.fruitlogistica@messe-berlin.de</a>
until 15 November 2021	Cancellation of participation possible free of charge	
Latest 21 November 2021	Update your digital platform: entries for exhibitors/co-exhibitors	tba
Latest 28 November 2021	Submit stand construction plans for official approval	<a href="mailto:messetechnik@messe-berlin.de">messetechnik@messe-berlin.de</a>
2 December 2021	Closing date for Spotlight co-exhibitor registration Closing date for Tech Stage bookings	<a href="http://www.fruitlogistica.com/Exhibitors/Spotlight">www.fruitlogistica.com/Exhibitors/Spotlight</a> <a href="http://www.fruitlogistica.com/de/events/tech-stage/">www.fruitlogistica.com/de/events/tech-stage/</a>
Mid-December	Receiving codes for free exhibitor passes	BECO Webshop > Manage Order > Manage Attachments
Latest 3 January 2022	Order stand equipment (electrical and water connections etc.) Organize transport of stand equipment Order parking places for vehicles Order waste disposal and stand cleaning services Order security services, insurance, storage Order catering Book additional staff for stand	BECO Webshop > Installations and Telecommunications BECO Webshop > Logistics BECO Webshop > Tickets and Parking Space BECO Webshop > Personnel, Stand Services, Catering, Insurance for Exhibits
3 February 2022	Start of stand construction in Halls B, 1.1, 2.1, 3.1, 4.1, 5.1, 6.1, 7.1, 8.1, 10.1	
as of 4 February 2022	Stand construction in all halls from 7.00am to 0.00pm daily	7. February – 8 February 2022: night works possible; ordering at least 1 day before (BECO Webshop > Permissions and Technical Guidelines).
7 February 2022	End of stand construction: 0.00pm (stand certifications)	
8 February 2022	End of stand decoration: 10.00pm	
9 – 11 February 2022	<b>Opening hours for exhibitors:</b> 8.00am–7.00pm, Friday 8.00am–5.00pm <b>Opening hours for trade visitors:</b> 9.00am–6.00pm, Friday 9.00am–4.00pm	
11 February 2022	Start of stand dismantling in all halls: 4.00pm	! Exhibitors are obliged to maintain their stands fully equipped and decorated and to man the stand with official staff for the entire duration of the exhibition from 9.00am to 6.00pm each day. Dismantling of stands before 4.00pm on Friday, 11 February 2022 is not permitted.
12 – 14 February 2022	Stand dismantling: 7.00am–10.00pm daily	
April 2022	<b>Receive final invoice</b>	electronic invoicing via E-Invoicing-Portal Quadient