



Important information for all exhibitors.

**-Please read now-
and please think of taking this sheet to the fair too ...!**

1.) Setting-up day/day for construction

Setting-up day is Thursday, the 21st of 2008 from 7 a.m. to 6 p.m. For each hour the congress-house has to be opened longer, we must bill you a surcharge of 110 euro per hour.

To guarantee a smooth setting-up, please drive to the Gausplatz. Here a groundkeeper will give you the permission to drive your vehicle to the congress-house as soon as enough parking place is available there to unload your car. Following the instructions of the groundkeeper is essential!

After unloading please drive your car away – so that other cars can come. We recommend you to be at the Gausplatz already at 7 a.m., especially when installing your stand needs much time.

2.) Dismantling day: Sunday 24th of August 2008 from 6 to 12 p.m.

Dismantle your booth completely, so that there is nothing left, in order to charge your car as quick as possible. Only when the dismantling is finished, you will get an entry-pass for your car. With that entry-pass you have access to the parking space next to the congress-house, when the car-loading is done, please immediately drive your car away so that the next exhibitor can come.

3.) Parking

There are many parking possibilities around the congress-house in underground parking. You may park your car on free places in the farer surroundings. (Parking in forbidden areas can be very expensive and your car might be driven away by police) Please notice: Bigger vehicles have to be parked at the Aumattstadion.

4.) Decoration

Create an attractive beautiful stand for yourself, your neighbours, visitors and trade-partners. (It is essential that any relevant fire regulations are observed by exhibitors.) The company "Blumenparadies" voluntarily delivers flower-bouquets to your stand.

-Please contact directly: phone ++49 7221 – 38 343, Fax: ++49 7221 390 356

Only use fire-resistant decoration fabric, following the B2 rule of fire precautions.

5.) Nirvana Lounge

We are happy to offer again our Nirvana Lounge to all exhibitors and their helpers. Here you can relax, eat and drink for a suitable donation – away from the fair hurly-burly.

Please take care and watch out for this service not being misused or exploited, since this respect is the only base for being able to offer this service for you in future.

Opening hours: daily from 9.30 a.m. to 5 p.m.

6.) Room reservation

If you have not yet booked a pension or hotel, please contact the Tourist Information of Baden-Baden, phone: ++49-7221 – 275 200, Fax: ++49-7221-275 202, e-mail: [HYPERLINK \"mailto:bbm.info@baden-baden.de\"](mailto:HYPERLINK \)

7.) Walls

The stand material should not be damaged, therefore it is not allowed to be treated with a tack, permanent or corrosive adhesive tape or thumbtack or drawing pins. For all damages on leased material as well as on walls and floors, the exhibitor is fully liable. (Damages will be removed at the cost of the exhibitor who is responsible). So please advise your helpers to be careful!

8.) Phone

The German Telecom will install your personal telephone-line on your stall on request. Please tell us minimum three days before fair beginning.

9.) Route map to congress-house + Gausplatz Guide – coming from highway A5:

Exit: Baden-Baden, follow direction: "Baden-Baden", the B 500 leads you directly in the city and in the tunnel (Michaels-Tunnel), get off right hand, direction: "Kongresshaus" and at the exit of the tunnel: keep left (take the left row) and then turn left in Bertholdstrasse – the 2nd street at your right hand turn right: the street starts with the Gausplatz, where a groundkeeper will give you advice.

10.) Parcels

Please use the following mailing address for delivery: Kongresshaus, Augustaplatz 10, 76530 Baden-Baden, Germany, ref: Harmony World. – To this address only handy parcels may be sent in advance, but please note: not before August 20th 2008.

11.) Opening Hours

The exhibition will be opened Friday August 22nd, Saturday 23rd and Sunday 24th, from 10 a.m. to 6 p.m. for trade visitors.

For your own security and the security of your products all booths should be occupied half an hour before opening of the fair.

12.) Name badges

This year again all visitors will get name badges, so you can recognize easier to which category the visitor belongs to.

There are following categories of visitors:

retail sellers (with commercial certificate): Einzelhändler

Wholesale dealers/ producers (with commercial certificate): Großhändler

New founders (without trade licence): Neugründer

Some visitors of this category plan to open a shop (later) and therefore want to collect information at the Harmony World fair.

Press: Presse

Our own aides: Helfer

It is up to your estimation, whether you decide to give them only information material or sell them your products as well.

13.) Lectures

Please respect other lecturers – and stick exactly to your booked times.

14.) Giving eatable samples

You only are allowed to give cold tastes. Warm up, cook, fry etc. is forbidden.