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EISENWARENMESSE

INTERNATIONAL HARDWARE FAIR ITALY 2025

STAND PARTY 2025



Send to: hardwarefair-italy@koelnmesse.it

Details concerning the organisation of receptions, parties and other events at the trade fair stand

Trade fair: _____

1. Exhibitor: _____

Address: _____

Telephone / fax: _____

Customer no.: _____

Hall / stand no.: _____ Stand size: _____

Responsible contact at the trade fair: _____

Telephone: _____ Mobile: _____

Fax: _____

2. Event on _____

Type of event: _____

- Short programme description

Expected duration of the event: _____ **max to 12 pm**

3. Double-storey stand: Yes No

If yes, Gala party / Party / Event in upper floor planend: Yes No

4. Changes to stand construction: Yes No

5. Stand size: _____ Gross stand area in square metres

_____ Net stand area in square metres*

***Net stand area = rented floor area minus stand superstructures, display equipment and display items**

6. Number of invited guests and other participants*: _____

***Permitted: one person per two square metre of net stand area**

7. Details of food and drink suppliers:

8. Particulars: Use of:

Open flames: Yes No

Pyrotechnics: Yes No

By signing this form, we are under an obligation to Koelnmesse srl to fulfil the conditions regarding the organisation of events at our trade fair stand:

- Follow the instructions of Koelnmesse srl's staff, of the appointed security companies and/or of Bergamo Fire Brigade.
- Take full responsibility for any damage or contamination caused to Koelnmesse srl's property or to third parties' property.
- Respect "good neighbourly relations" by adjusting the volume of music so as not to disturb other exhibitors. In the case of events organised on the last day of the fair, the volume must be further modulated to ensure safety during stand dismantling operation.
- The exhibitor undertakes to pay SIAE royalties for music played during the event, if necessary.
- Comply with all applicable regulations, particularly those relating to site safety and fire prevention, avoiding any potentially dangerous activity, such as the use of open fires, combustible materials or pyrotechnics (which may not be used inside the Exhibition Centre).
- Designate an event manager and, if necessary, a security manager in accordance with building regulations.
- In the case of events with more than 500 guests, it is compulsory to appoint a security officer from the Bergamo Fire Brigade. If there are more than 1.000 guests, two officers will be required.
- Release Koelnmesse srl from any third-party claims arising from the event.
- Communicate to Koelnmesse srl all information related to the event, in a timely and accurate manner, for the management of security and logistics.

Place, date

Legally binding signature of the principal exhibitor
/ company stamp

Enclose stand sketch