

International Green Week 2012 Berlin

Exhibition for the food industry, agriculture and horticulture
January 20 – 29, 2012



Important Information and Dates for Exhibitors

Dates of the Event

Booked Halls	1 to 26
Opening Hours	
Visitors daily	10.00 am – 06.00 pm
Long evening hours at January 21st, 27th, 28th	till 08.00 pm

Exhibitors daily	09.00 a.m. – 07.00 pm
At the long evening hours	till 09.00 pm

Internet-Homepage: www.greenweek.de

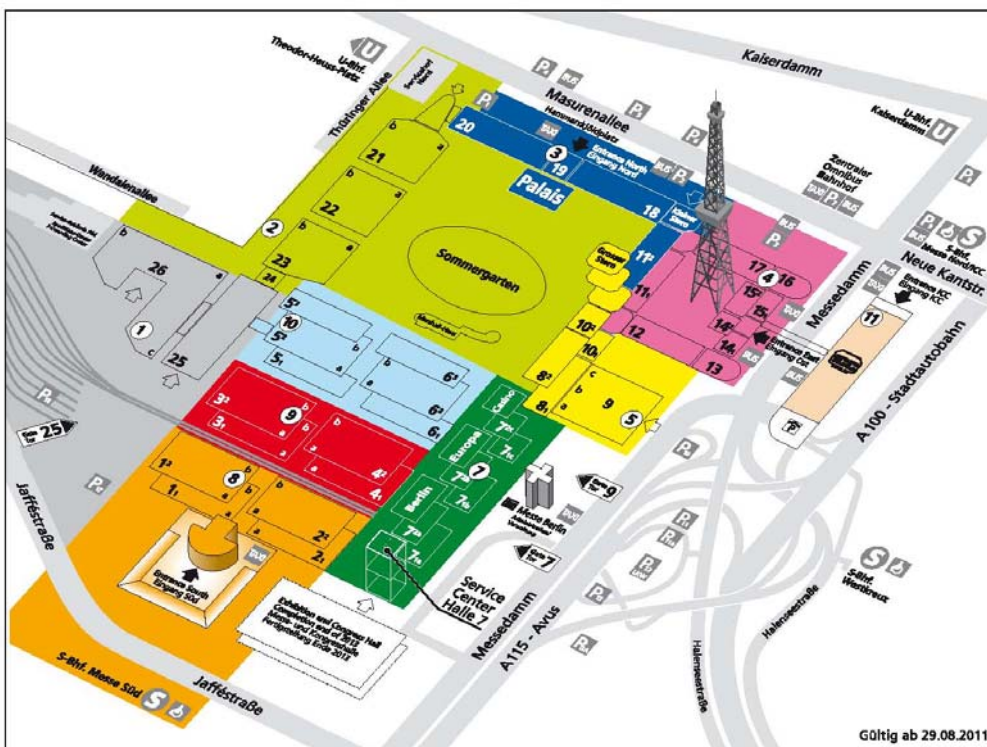
(All these information can also be found in the Internet under "Exhibitor-Info")

E-mail igw@messe-berlin.de

Tickets

Admission ticket/one day ticket: 12,00 EUR (incl. VAT)	On site	MB Capital Services
Catalogue: 10,00 EUR (incl. VAT.)		T: (0)30/3069-6969 F: (0)30/3069-6930

Plan of the Exhibition Grounds



- H1 – H10
- Hall inspectors' offices
- Telephone and Telefax:
- H1: Tel. 3038-1349
Fax 3038-2505
- H2: Tel. 3038-1348
Fax 3038-2507
- H3: Tel. 3038-1347
Fax 3038-2506
- H4: Tel. 3038-1346
Fax 3038-2504
- H5: Tel. 3038-1345
Fax 3038-2502
- H6/H7: Tel. 3038-1344
Fax 3038-2503
- H8: Tel. 3038-1342
Fax 3038-2517
- H9: Tel. 3038-1341
Fax 3038-2501
- H10: Tel. 3038-1340
Fax 3038-2500
- H11: Tel. 3038-3083
Fax 3038-1302
- SC: Exhibitor Service-Counter:
Hall 7, 2nd floor
Business Center:
Hall 7, 2nd floor
Press Center:
Hall 6.3
- P: Parking

Orders Passes, Vouchers,	Dates/ Deadline:	Order form /	Contact Telephone, Fax, e-mail
Vouchers for Clients (will be charged for each voucher redeemed) EUR 10,08 each (plus VAT = total EUR 12,00); for more than 20: EUR 8,40 each (plus VAT = total EUR 10.00)	20.12.2011		MB Capital Services T: (0)30/3069-6969 F: (0)30/3069-6930 e-mail: kartenservice@mb-capital-services.de
Exhibitor Passes (additional passes) EUR 27,00 each (incl. VAT)	06.01.2012		MB Capital Services T: (0)30/3069-6969 F: (0)30/3069-6930 e-mail: kartenservice@mb-capital-services.de
Construction/Dismantling passes (additional passes) free of charge			Fair Management T: (0)30/3038-2027 F: (0)30/3038-2019 e-mail: igw@messe-berlin.de

Orders Parking space, Siting for Containers,	Dates/ Deadline:		Contact Telephone, Fax, e-mail
Parking space for cars for the duration of the event: EUR 120.00 (incl. VAT)	20.12.2011		MB Capital Services T: (0)30/3069-6969 F: (0)30/3069-6930 e-mail : kartenservice@mb-capital-services.de
Container/Commercial Vehicles/Trailers: 20 " Container (2.5 x 6 mtr) or commercial vehicles/trailers between 2.5 t and 7.5 t max. permitted weight: EUR 700.00 (plus VAT)	20.12.2011		Messe Berlin, ST T: (0)30/3038-2835 F: (0)30/3038-1460 e-mail: o.friedrich@messe-berlin.de
Container/Commercial Vehicles/Trailers: 40 " Container (2.5 x 12 mtr) or commercial vehicles/trailers of more than 7.5 t max. permitted weight: EUR 1,400.00 (plus VAT)	20.12.2011		Messe Berlin, ST T: (0)30/3038-2835 F: (0)30/3038-1460 e-mail: o.friedrich@messe-berlin.de

Catalogue entry			
Catalogue entry/Additional offers: Verlag Thomas Neureuter GmbH Redaktionsbüro Essen Postfach 102052 D-45020 Essen	15.11.2011	directly from the publisher	Neureuter Verlag T: +49(0)201/ 1006-426 F: +49(0)201/ 1006-172 e-mail: igw@neureuter.de

Advertising Material for the Exhibitor			
All offers for advertisement and marketing for your clients you will find in the Internet under Exhibitor-Service/ Fair participation			Fair Management T: (0)30/3038-2029 F: (0)30/3038-2023 e-mail: igw@messe-berlin.de

Access to the Exhibition Grounds			
Halls: 1.1, 2.1, 3.1, 4.1, 5.1, 6.1, 7.1 Access Tor (gate) 7 (Messedamm 22)	7.00 a.m.to 10.00 p.m.		Messe Berlin, ST T: (0)30/3038-2835 F: (0)30/3038-2860 e-mail: o.friedrich@messe-berlin.de
Halls 8, 9, 10, 11, 12-17 und 18 Access Tor (gate) 9 (Messedamm 22)	7.00 a.m.to 10.00 p.m.		
Halls 1.2, 2.2, 3.2, 4.2, 5.2, 5.3, 6.2, 6.3, 7.2, 20-26 Access Tor (gate) 25 (Jafféstrasse)	7.00 a.m.to 10.00 p.m.		

Hall accesses

Vehicles will not be permitted into the halls through the main gates after:

Deliveries may only be made through the emergency exits.

During the official construction period the halls will be open on workdays from 7.00 a.m. to 10.00 p.m. Any exception to this rule requires a written explanation. **(Important: A charge will be made for failure to keep to these times)**

Please note:

A set of "Traffic Guidance Instructions" will be issued to ensure the smooth movement of traffic during construction and dismantling at the event, regulating access times and the time spent by vehicles on the exhibition grounds.

In the two weeks prior to the event, and after its closure, trucks will only be allowed on site if accompanied by an appropriate pass. A deposit of EUR 100,00 must be placed at the entrance. Access by private cars and light commercials will also be temporarily restricted.

The Traffic Guidance Instructions will be sent by the Fair Management well in advance to the fair.

Construction and Dismantling	Dates/ Deadline:	Order form / page	Contact Telephone, Fax, e-mail
Submission of initial planning or working drawings (Please clearly indicate modular stands!)	20.12.2011	informal	Messe Berlin, ST T: (0)30/3038-2823 – 2829 F: (0)30/3038-2898 e-mail: messtechnik@messe-berlin.de
(Please observe the appropriate preliminary period in the case of structural details and official test) (Construction documents and descriptions must be submitted in German)	09.12.2011		
Basic Structure with Standard Partitions for which a charge will be made (partitions, cabins, facias)	06.01.2012		Messe Berlin , Customer Service T: (0)30/3038-1320 F: (0)30/3038-1460 e-mail: fair-service@messe-berlin.de
Stand Design and System Stands for Hire	20.12.2011 09.12.2011		MB Capital Services T: (0)30/3067 2015 und 2017 F: (0)30/3067 2018 und 2058 e-mail: info@mb-capital-services.de

Construction and Dismantling Dates			
Start of Construction	16.01.2012		Messe Berlin, ST T: (0)30/3038-2823 - 2825 F: (0)30/3038-2898 e-mail: messtechnik@messe-berlin.de
End of stand construction:			
Construction:	19.01.2012	12.00 a.m.	Messe Berlin, ST T: (0)30/3038-2823 - 2825 F: (0)30/3038-2898 e-mail: messtechnik@messe-berlin.de
Decorations:	19.01.2012	06.00 p.m.	
Acceptance of construction work	18./19.01.2012		
Contractually agreed dismantling period			
Commencement of dismantling period	29.01.2012	06.00 p.m.	Messe Berlin, ST T: (0)30/3038-2823 - 2825 F: (0)30/3038-2898 e-mail: messtechnik@messe-berlin.de
End of dismantling period	01.02.2012		

Orders of Services (Extract)

Refuse disposal (Registration)	20.12.2011		Messe Berlin , Customer Service
Refuse disposal constr./dismantling, duration of fair	06.01.2012		T: (0)30/3038-1330 F: (0)30/3038-1460 e-mail: fair-service@messe-berlin.de
Technical Installations			
Electrical Installations	20.12.2011		Messe Berlin/Contracting companies T: 030 / 3038 – 5874/5807 F: 030 / 3038 - 1460 e-mail: fair-service@messe-berlin.de
Water, Air-conditioning/Sprinkler	20.12.2011		Messe Berlin/Contracting companies T: 030 / 3038 - 5759
Water installation, Extractor hoods, Compressed Air			T: 030 / 70 00 08-0
Sprinkler installations	20.12.2011		T: 030 / 3038 - 5759 F: 030 / 3038 - 1460 e-mail: fair-service@messe-berlin.de
Gas installations			
Telecommunication/Network	20.12.2011		Messe Berlin , Customer Service T: (0)30/3038 – 1400 F: (0)30/3038 – 1460 e-mail: fair-service@messe-berlin.de
Telephone, ISDN Connections			
Internet, Cable TV, Sitings for satellites			
Operation of Radio Broadcasting Installation			

Other Services you will find in the Service Manual

Service	Service company on the Exhibition Grounds	Telephone +49 ...	Telefax +49 ...
Advertising on the exhibition grounds	Capital Services	30/3038-2406	30/3038-2239
Cable TV and Radio connection	Messe Berlin / Customer Service	30/3038-1400	30/3038-1460
Catalogue entry	Neureuter Verlag	201/1006-426	201/1006-172
Catering service	Capital Catering	30/3038-2993	30/3038-1951
Cleaning of the stand	Messe Berlin / Customer Service	30/3038-1334	30/3038-1460
Compressed air installations	Messe Berlin / Customer Service	30/3038-5759	30/3038-1460
Constr./Dismantling passes (free)	Fair Management	30/3038-2026/2027	30/3038-2019
Consulting engineers (static)	Ingenieurbüro Axthelm & Kowski	30/326912-0	30/326912-20
Consulting engineers (static)	Ingenieurbüro Marzahn & Rentzsch	30/3269440	30/3219273
Courier Service	GO General Overnight	30/850085	30/85008116
Customs on the Exhibition Grounds	Zoll, Hauptzollamt Berlin-Süd	30/33007940	30/3300794-29
Decoration material for the fair (cash)	Messe-Shop	30/3256025	30/375954-417
Desktop copiers	Capital Services	30/3067-2015	30/3067-2018/-2058
Electrical Installations	Messe Berlin / Customer Service	30/3038-5874/-5807	30/3038-1460
Events and Transports	smart and more	1805/324000	1805/549675
Exhibitors' passes (extra charge)	Capital Services	30/3069-6969	30/3069-6930
Extractor hoods/vapour extractors	Messe Berlin / Customer Service	30/3038-5759	30/3038-1460
Floor covering, carpet	Capital Services	30/3067-2015	30/3067-2018/-2058
Flower decoration	Capital Services	30/8111051	30/3067-2018/-2058
Forwarding services	Agility Fairs & Events	30/306928-0	30/306928-49
Forwarding services	Schenker Deutschland AG	30/3012995-420	30/3012995-429
Freezers, chill display counters	Capital Services	30/3067-2015	30/3067-2018/-2058
Furniture for hire	Capital Services	30/3038-5780	30/3067-2018/-2058
Gas Installations	Messe Berlin / Customer Service	30/3038-5759	30/3038-1460
Hosts/Hostesses	CSG TEAM GmbH	30/3038-1435	30/3038-1440
Insurance of exhibits	Funk & Söhne	30/250092-0	30/250092-755
Internet access	Messe Berlin / Customer Service	30/3038-1400	30/3038-1460
Internet presence for exhibitors	Messe Berlin/Virtual Market Place	30/3038-2180	30/3038-2172
Load distribution measures	Messe Berlin ST	30/3038-2824 to 29	30/3038-2898
Music performances	GEMA Berlin	30/21292-570	30/21292-588
Office service	Business-Center	30/3038-2861	30/3038-2862
Parking sites for exhibitors	Capital Services	30/3069-6969	30/3069-6930
PC, notebook, PC equipment	Capital Services	30/3067-2015	30/3067-2018/-2058
Photographic service	Capital Services	30/8826488	30/8826489
Radio Broadcasting Installations	Messe Berlin / Customer Service	30/3038-1400	30/3038-1460
Railway sidings connection	Messe Berlin ST	30/3038-2836	30/3038-2860
Railway transport	DB Cargo, Niederlassung Berlin	30/297-23400	
Refuse disposal	Messe Berlin / Customer Service	30/3038-1330	30/3038-1460
Room and Travel arrangements	smart and more GmbH	1805/324000	1805/549675
Satellite sitings	Messe Berlin / Customer Service	30/3038-1400	30/3038-1460
Security cover for the stand	Messe Berlin / Customer Service	30/3038-1332	30/3038-1460
Shows/Events (Registration)	Fair Management	30/3038-2026/27	30/3038-2019
Sitings for containers/vehicles	Messe Berlin ST	30/3038-2835	30/3038-1460
Sprinkler installations	Messe Berlin / Customer Service	30/700008-0	30/3038-1460
Staff placement order	Bundesagentur für Arbeit	30/555572-1203/04	30/555572-1999
Stand construction/Stand for hire	Capital Services	30/3067-2015	30/3067-2018/-2058
Stand equipment/elements	Capital Services	30/3067-2015	30/3067-2018/-2058
Stand lettering, artwork	Capital Services	30/3067-2015	30/3067-2018/-2058
Standard partition/Basic construction	Messe Berlin ST	30/3038-1320	30/3038-1460
Suspended decoration/fabrics	Capital Services	30/3038-5786	30/30672018/-2058
Technical installation for approval	Messe Berlin ST	30/3038-2824 to 29	30/3038-2898
Telephone/Fax, ISDN Connections	Messe Berlin / Customer Service	30/3038-1400	30/3038-1460
Test for construction requir. off.approval	Messe Berlin ST	30/3038-2824 to 29	30/3038-2898
Transport/Times of arrivals	Messe Berlin, ST	30/3038-2835	30/3038-2860
Video/Audio/Projection	Capital Services	30/3067-2015	30/30672018/-2058
Vouchers for clients	Capital Services	30/3069-6969	30/3069-6930
Water installations	Messe Berlin / Customer Service	30/3038-5759	30/3038-1460
Working Platforms	Agility Fairs & Events	30/306928-0	30/306928-49
Working Platforms	Schenker Deutschland AG	30/3012995-420	30/3012995-429

Messe Berlin GmbH
Messedamm 22 14055 Berlin Germany
Phone +49(0)30/3038-2027, Telefax (0)30/3038-2019
Homepage: www.messe-berlin.de, www.greenweek.de
e-mail: igw@messe-berlin.de