

## EXHIBITION CONDITIONS

### EXHIBITION AND CONFERENCE FOR BROADBAND, TELEVISION & ONLINE

10 – 12 May 2022

Cologne / Fairgrounds

(Version March 2021: valid for registrations from 1 March 2021)

#### 1. Event Location, Duration, Opening Hours

|                       |  |             |               |
|-----------------------|--|-------------|---------------|
| <b>Location:</b>      | Cologne, Exhibition Centre,<br>Halls 7 and/or 8, Germany |             |               |
| <b>Duration:</b>      | 10-12 May 2022   |             |               |
| <b>Opening hours:</b> | Tuesday  | 10 May 2022 | 09:00 – 18:00 |
|                       | Wednesday  | 11 May 2022 | 09:00 – 18:00 |
|                       | Thursday   | 12 May 2022 | 09:00 – 16:00 |

#### 2. Organizer

ANGA Services GmbH  
Nibelungenweg 2, 50996 Köln, Germany  
Phone: +49 221 / 99 80 81-0, Fax: +49 221 / 99 80 81-99  
info@angacom.de · www.angacom.de

#### 3. Exhibitor Participation Requirements

Participation in ANGA COM can be granted for: national and international manufacturers, sole importers, sole distributors, service providers, associations and publishing houses offering products and/or services related to broadband, television & online.

Participation in ANGA COM will not be granted for: traders, trading corporations, purchasing cooperations, market cooperations, trade missions as well as comparable institutions.

#### 4. Registration

The renting of exhibition space, shell scheme package or meeting suite is carried out by means of the registration forms provided by the organizer. The space allocation process will start on 14 January 2022. Registrations received by that date will be binding until one month after the beginning of space allocation, i.e. 14 February 2022. Registration forms sent after this date can only be considered if there is still exhibition space available. Registrations made after 14 January 2022 will bind the exhibitor until one month after receipt.

Conditions and reservations stated on the registration forms are not permissible and will not be taken into consideration. By sending his registration forms to the organizer, the exhibitor accepts the Exhibition Conditions of ANGA COM as well as the valid version of Koelnmesse's Technical Guidelines as binding.

By submitting his registration the exhibitor agrees to the publication of his company entries in all publications (print or online) issued by the organizer ANGA Services GmbH.

#### 5. Admission and Contract

A legally binding contract between exhibitor and organizer will be concluded by the admission of the exhibitor by the organizer and will be sent by post, email or fax. The written admission will include the allocation of an exhibition space based on the first draft of the floor plans, in case of a meeting suite only the stand size and shape. If the contents of the admission deviate from the contents of the registration, the contract will be legally binding unless the exhibitor contradicts in writing two weeks after receipt of the admission at the latest. Exhibitors do not have a legal right to be granted admission. The organizer may establish limitations as to certain groups of exhibitors, if necessary for the overall conception of the trade fair. Exclusion of competitors must not be demanded or granted.

#### 6. Allocation of Exhibition Space, Moving of Exhibition Space

Exhibitors do not have a right to a certain exhibition space. After a certain exhibition space has been allocated in the admission, this space may only be moved for important organizational reasons, especially in case of a general change in the floor plans.

In this case, the organizer shall provide the exhibitor with a similar exhibition space. If this proves not to be possible, the exhibitor has the right to cancel the established contract in writing within one week after receipt of the information about the moving of his exhibition space.

#### 7. Exhibition Space, Rents and Costs

The minimum exhibition space is 12 sqm (16 sqm for meeting suites). The rent includes: by way of tenancy surrender of the exhibition space during construction, running time and dismantling, general guarding and illumination of the exhibition hall, general cleaning of the hall aisles. If there is a fixed installation within the rented exhibition space, the total rent will be reduced by the price for one sqm. Further claims will not be granted. The exhibitor will receive login credentials for the online exhibitor portal with detailed information about further services and organizational details as well as the binding guidelines of Cologne Exhibition Centre in due time.

##### a) Rent for Exhibition Space Only

If the exhibitor wants to build his stand individually and only needs to rent the mere exhibition space from the organizer, the rent for each square meter of exhibition space is:

- 1 side open (inline stand), from 12 sqm EUR 240.–
- 2 sides open (corner stand), from 15 sqm EUR 260.–
- 3 sides open (peninsula stand), from 18 sqm EUR 280.–
- 4 sides open (island stand), from 56 sqm EUR 300.–

Only full square meters are available for rent.

In addition, an energy consumption flat rate of EUR 9.50 per sqm of rented exhibition space will be charged. For other additional costs please see paragraphs 9. (co-exhibitors), 12. (exhibitor passes), 18. (waste and cleaning), 21. (connections, installations), and 22. (security).

The amounts mentioned are net prices and subject to legal sales tax (currently 19 %).

##### b) Rent for Space + Shell Scheme Package Basic

The "Space + Shell Scheme" packages contain exhibition space, shell scheme and some important services. Exhibitors can choose between a corner stand and an inline stand version.

##### The following items are included:

- Exhibition space
- Shell scheme "Octanorm", type "Oslo", white, approx. 2.50 m high
- Ribbed carpeting in anthracite, blue, green or red – other colours upon request
- Electrical supply with sub-distribution up to 10 kW, 1 spotlight per 6 square meters exhibition space
- White fascia panels with company name in black Helvetica font
- Daily stand cleaning and waste disposal
- Energy consumption flat

## The rent for the Space + Shell Scheme Package Basic is:

- B1 (12 sqm) EUR 4,750.–
- B2 (15 sqm) EUR 5,800.–
- B3 (18 sqm) EUR 7,000.–
- B4 (20 sqm) EUR 7,700.–

For the space + shell scheme Basic package various furniture packages can be booked additionally. Further individual furniture as well as graphics can be booked via Koelnmesse directly.

Further services, which are not included in the package, can be booked individually via the exhibitor portal (water installation, stand guards, etc.)

Concerning further possible costs please see paragraphs 9. (co-exhibitors), 12. (exhibitor passes), 21. (connections, installations), and 22. (security). The amounts mentioned are net prices and subject to legal sales tax (currently 19 %).

## c) Rent for Space + Shell Scheme Package Premium

The space + shell scheme package Premium includes exhibition space, a shell scheme and some important services. The Premium package is available for corner stands only.

### The following items are included:

- Exhibition space
- Design exhibition construction system without supporting pillars, height approx. 3.50 m, walls can have white, black, light oak, dark oak, or teak finish. Finishes can also be mixed (without surcharge).
- Ribbed carpeting in anthracite, blue, green, or red – other colours upon request
- 8 KW electrical supply, one spotlight for each 3 sqm of exhibition space, one triple socket
- Graphics: Exhibitor name on fascia board, one graphic panel integrated in the front part of the booth: digital print on fabric, backlit, measurements 982 mm x 2472 mm (print-ready file to be supplied by exhibitor). Walls can fully be covered with coloured digital prints (fabric) for a surcharge.
- Equipment: one cubicle (1 sqm) with lockable door and coat rail, one counter with LED backlighting, colour can be adapted to stand design, additional equipment upon request.
- Daily stand cleaning and waste disposal
- Energy consumption flat

## The rent for the Space + Shell Scheme Package Premium is:

- P1 (20 sqm) EUR 8,900.–
- P2 (24 sqm) EUR 10,700.–
- P3 (30 sqm) EUR 13,200.–

For the space + shell scheme package Premium two furniture packages can be booked additionally. Further individual equipment, graphics and furniture can be booked via Koelnmesse.

Further services which are not included in the package can be booked individually via the exhibitor portal (water installation, stand guards, etc.). Orders may be subject to deadlines.

Concerning further possible costs please see paragraphs 9. (co-exhibitors), 12. (exhibitor passes), 21. (connections, installations), and 22. (security). The amounts mentioned are net prices and subject to legal sales tax (currently 19 %).

## d) Rent for Meeting Suite Package

A meeting suite offers space for meetings and presentations directly within the exhibition halls. The meeting suite package is an offer which contains space, a shell scheme and some important services.

### The following items are included:

- Space
- Shell scheme Octanorm 8-chamber system in aluminium, white wall filling, approx. 2.50 m high, four walls, one door (lockable)

- Ribbed carpeting, blue
- Electrical connection, 1 HQI power track mounted spotlight "Standard" for each 4 sqm of space
- Company logo (500 x 500 mm) on the entrance door
- Furniture: 1 waste paper basket, 1 triple power socket. In addition:
  - For MS1 (16 sqm): 2 tables, white, 70 x 70 cm, 8 chairs "Miro", white wood
  - For MS2 (20 sqm): 1 table, white, 70 x 70 cm, 1 table, white, 120 x 70 cm, 10 chairs "Miro", white wood
  - For MS3 (24 sqm): 2 tables, white, 120 x 70 cm, 12 chairs "Miro", white wood
- Daily cleaning and waste disposal
- Energy consumption flat

## The rent for the Meeting Suite Package is:

- MS1 (16 sqm) EUR 5,150.–
- MS2 (20 sqm) EUR 6,350.–
- MS3 (24 sqm) EUR 7,550.–
- Other sizes upon request

Additional individual furniture and graphics can be booked directly via Koelnmesse. Further services, which are not included in the package, can be booked individually via the exhibitor portal (water installation, stand guards, catering, etc.). Concerning further possible costs please see paragraphs 9. (co-exhibitors), 12. (exhibitor passes), 21. (connections, installations), and 22. (security). Booking of stand guards is recommended.

The amounts mentioned are net prices and subject to legal sales tax (currently 19 %).

## e) Rent for Meeting Suites (free design space)

If the exhibitor wants to build his meeting suite individually and only needs to rent the mere space from the organizer, the rent for each square meter (sqm) of exhibition space is EUR 210.–. Each meeting suite has to be built with four closed walls, the maximum height deviates from the general permissible maximum height as stated in paragraph 10 of this document and must not exceed 3 meters.

Only full square meters are available for rent.

In addition, an energy consumption flat rate of EUR 9.50 per sqm of rented space will be charged. For other additional costs please see paragraphs 9. (co-exhibitors), 12. (exhibitor passes), 18. (waste and cleaning), 21. (connections, installations), and 22. (security). Booking of stand guards is recommended. Services (e.g. catering, electrical supply, stand cleaning, etc.) can be booked via the exhibitor portal.

The amounts mentioned are net prices and subject to legal sales tax (currently 19 %).

## 8. Payment

Payment of the rent for exhibition space or shell scheme packages and the energy consumption flat rate will be due without any deductions on 17 March 2022. Payment is to be made under indication of the invoice number. The right to enter the exhibition hall, to receive exhibitor passes and to make use of the allocated exhibition space will only be granted upon full payment. On default of payment, the organizer is entitled to charge interest payable on arrears of 8 points above the basic interest rate of the ECB.

The invoices for additional services, e.g. additional exhibitor passes, lead-tracking-services, press pigeon holes and online vouchers will be sent to the exhibitor after the show.

Offset by the exhibitor is only permissible if counterclaims are undisputed or legally acknowledged.

## 9. Subletting, Co-Exhibitors, Relinquishment of Stand to Third Parties

The exhibitor is not allowed, without the approval of the organizer, to sublet the exhibition space allocated to him either completely or in part, to swap or to otherwise pass on to third parties.

Co-exhibitors have to be admitted by the organizer. Co-exhibitors are companies who present their products and/or services on the stand of the exhibitor. Parent and affiliate companies as well as subsidiaries which are represented at the stand have to be registered as co-exhibitors. Every exhibitor may register a maximum of two co-exhibitors. Exceptions may be granted by the organizer, depending on the total stand size.

Co-exhibitors can only be admitted if the registration form for co-exhibitors has been filled in completely and submitted to the organizer in due time and corresponds to the exhibition conditions. The fee for each co-exhibitor amounts to EUR 370.– plus legal sales tax (currently 19 %). The exhibitor is liable as debtor for all his co-exhibitors.

In case of complete or partial subletting or relinquishment of the exhibition space to a third party or presentation of a non-registered co-exhibitor, the organizer is entitled to have the stand cleared. In any case, the exhibitor has to pay a penalty of 50 % of the rent for the exhibition space.

## 10. Structure and Equipment of the Stands

The exhibitor can either rent "Space + Shell Scheme" package or exhibition space only without any walls, etc.

If the exhibitor rents exhibition space only, he has to arrange for stand walls and stand construction on his own. The name and address of the stand owner must be displayed on the stand in such a way that anyone can recognize it for the complete duration of the event.

The stand can be equipped at the exhibitor's choice, however, each stand must have carpeting. The guidelines laid down by the organizer must be followed in the interests of creating a good overall image. Stand lighting must not impair neighbouring stands or aisles. For all stands with a floor space of 50 sqm or bigger true-to-scale drawings including an isometric view have to be submitted to the organizer six weeks before the show (25 March 2022) at the latest. The companies who design and/or build the stand have to be named to the organizer.

The stand limitations must not be exceeded in any case. The stand must be accessible for all visitors from all sides which were booked as "open" (inline stand: from 1 side, corner stand: from 2 sides, peninsula stand: from 3 sides, island stand: from 4 sides). Stand sides facing aisles may be closed off by walls, curtains, etc. on a maximum of one third of their length, two thirds of their length must remain open. In atypical individual cases the organizer may grant exceptions upon request. Such exceptions must be applied for at least six weeks before the start of the show. Closed walls running parallel or nearly parallel to stand sides facing aisles must be at least 1.50 m away from the aisles. Walls of the stand facing neighbouring stands must be kept neutrally white and clean above a height of 2.50m so as not to interfere with the design of the neighbouring stands. The maximum building height of 5.00m must not be exceeded under any circumstances. Any riggings or banners must not exceed a height of 6.00m above the hall floor. Above a height of 3.00 m, stands must be kept clear of branding on those sides facing neighbouring stands at a depth of at least 2.00 m.

Two-storey stands are not permitted. The organizer has to be informed in advance about intended hangings from the hall ceiling. The organizer may demand that stands whose construction has not been approved or which do not correspond to the exhibition conditions be removed. If the exhibitor does not respond to this demand immediately, then the removal or clearing of the stand can be carried out at the exhibitor's expense. If for the same reason the stand has to be closed down, then no refund of the stand rent is permitted.

Neither floors, walls, pillars, electrical and fire protection installations nor any other fixtures may be stuck, nailed, painted or damaged in any other way. Damages shall be borne by the exhibitor and will be invoiced. Any pillars located in the stand area, as well as electrical, fire

protection and escape installations are a part of the allocated exhibition space and must be accessible at all times.

All materials used for stand building must be flame-retardant and must comply with B1 standards.

## 11. Meeting Rooms

Exhibitors who book at least 50 m<sup>2</sup> exhibition space can rent separate meeting rooms located in the Congress Center North, availability provided. The rooms may only be used for meetings, using the rooms as showrooms or storage facilities is not permissible.

## 12. Exhibitor Passes

Every exhibitor receives a limited number of free exhibitor passes for his staff, depending on the size of the stand: For 12 sqm three passes, for 13–20 sqm four passes and for each additional 10 sqm two passes. Co-exhibitors receive one pass each. Additional passes can be purchased for EUR 16.– each plus legal sales tax (currently 19 %).

## 13. Company Entry App and Website

Exhibitors and co-exhibitors will be listed in the ANGA COM App and on the event website. The basic entry is free of charge. A company logo and additional information about the company and exhibits can be added to the basic entry (max. 1000 characters) free of charge. Exhibitors who rent exhibition space after the editorial closing date (11 March 2022) will not be listed.

## 14. Insurance

The organizer will not arrange any insurance for exhibitors. Exhibitors are strongly advised to obtain adequate insurance cover for their stands and exhibits. Exhibition insurance covering transport and sojourn risk is recommended.

## 15. Direct Sale

Direct sale and delivery are not permitted at ANGA COM.

## 16. Construction and Dismantling Times

|                      |                 |                   |                    |
|----------------------|-----------------|-------------------|--------------------|
| <b>Construction:</b> | <b>Friday</b>   | <b>6 May 2022</b> | <b>08:00–24:00</b> |
|                      | <b>Saturday</b> | <b>7 May 2022</b> | <b>00:00–24:00</b> |
|                      | <b>Sunday</b>   | <b>8 May 2022</b> | <b>00:00–24:00</b> |
|                      | <b>Monday</b>   | <b>9 May 2022</b> | <b>00:00–22:00</b> |

If an exhibitor intends to set up a stand after noon on 9 May 2022, the organizer must be notified of this in writing by 25 April 2022.

|                     |                 |                    |                    |
|---------------------|-----------------|--------------------|--------------------|
| <b>Dismantling:</b> | <b>Thursday</b> | <b>12 May 2022</b> | <b>16:00–24:00</b> |
|                     | <b>Friday</b>   | <b>13 May 2022</b> | <b>00:00–23:00</b> |

## 17. Construction

The exhibitor is obliged to finish construction of his stand within the times specified above. If stand construction has not been started on 9 May 2022 by noon, the organizer is entitled to use the stand for another purpose. In this case, the exhibitor is liable for the agreed rent and for all costs arising from fitting the exhibition space in the interest of the overall image of the event.

Any complaints about the location, type or size of the exhibition space have to be made to the organizer in writing before starting the stand construction, at the latest on the day after general start of construction.

## 18. Operation of the Stand, Waste and Cleaning

The exhibitor is obliged to equip the stand with his exhibits for the complete duration of the event and to man it with skilled staff, unless the exhibition space has been rented expressly as a representation stand.

The cleaning of the stand and the disposal of own and co-exhibitors' waste is the exhibitor's responsibility and has to be carried out daily at

the end of the event. The exhibitor shall avoid generating waste, shall separate waste and sort it into recyclable materials. This also applies during the construction and dismantling periods. The exhibitor hires the cleaning company indicated by the organizer for waste disposal. It is not permitted to dispose the waste in the public waste bins on site.

## 19. Dismantling

Stands may neither be fully or partly cleared or dismantled before the official end of the event. Exhibitors who contravene this requirement must pay a contractual fine of half the stand rent. Stand equipment and exhibits may not be removed at the end of the event if the organizer has enforced his lien. This information must be handed over in written form to the representative of the exhibitor at the stand. If stand equipment and/or exhibits are removed regardless of this, this is considered a breach of lien.

The exhibitor is liable for damage to the floor, walls, any pillars, rented or lent materials. The exhibition space shall be left on the date specified for the completion of dismantling at the latest, in the same condition as on arrival. Materials, foundations, and evidence of digging and damage are to be fully removed. Otherwise, the organizer is entitled to have this work carried out at the cost of the exhibitor. This also applies if dismantling has not started 9 hours before the end of the above mentioned dismantling date. Further claims for damages remain unaffected by this. After the date specified for the completion of dismantling, non-dismantled stands or any equipment or exhibits not taken away will be removed by the organizer at the cost of the exhibitor and stored with the official forwarding agent of the exhibition without liability for loss and damage.

## 20. Advertising, Presentations, Operation of Machinery

Advertising of any sort, in particular the distribution of printed material, the addressing of visitors, and the use of promotion staff is only permitted within the stand area. Advertising for other companies is not admitted. Every kind of advertising on the Cologne fair grounds as well as within the immediate surroundings must be approved by the organizer. The same applies to all other locations connected with the event, e.g. the location of the get-together. In case of a violation of these guidelines the organizer is entitled to end/clear/remove such advertising immediately and charge any costs incurred to the exhibitor.

Any presentation carried out at a stand which addresses a number of spectators has to be approved by the organizer. Presentations featuring dancing, singing, and acrobatics are generally not permitted.

The use of loud-speaker systems, music and slides, and all kinds of audio-visual media – also for advertising purposes – by the exhibitor requires express approval and shall be registered at least four weeks before the show. The performance of machines, acoustic devices, for example TV or video machines – also for advertising purposes – can be restricted or revoked even after approval was granted in the interest of the smooth operation of the event.

Every kind of image, illustration, presentation, picture, movies, and soundtrack with pornographic content is prohibited. The presentation of naked persons, both live and in images/pictures/paintings, is not allowed.

In case of violations against one or more of the above regulations the organizer is entitled to close the stand of the respective exhibitor with stand walls and/or curtains if the exhibitor does not immediately stop any such violations.

## 21. Connections, Installations

Connections for electricity, TV, satellite reception, telecommunications, etc. have to be ordered by the exhibitor himself. The order has to be made by means of the forms provided in the exhibitor portal via Koelncongress GmbH. Koelncongress GmbH forwards the orders to the respective service providers. The contract will be established directly between the exhibitor and the respective service provider, Koelncongress GmbH merely arranges the contact.

Costs for the installation of connections are to be borne by the exhibitor. For consumption costs see paragraph 7. All connections may only be installed by the companies approved by the organizer.

Connections and devices which do not comply with the relevant provisions – in particular of the VDE and the local energy supply company – can be removed by the organizer at the cost of the exhibitor or can be switched off. The proprietor of the stand is liable for all damage which occurs as a result of the use of non-registered connections or connections not installed by the official exhibition electricians. The organizer is not liable for interruptions or power fluctuations of the connections.

Water supply points in the stand space must be placed at neighbouring stands' disposal if those do not have a water supply point of their own.

## 22. Security

The organizer is responsible for the general guarding of the grounds and the hall, without any liability for losses or damages. The guarding of the stand lies within the responsibility of each exhibitor. This does also apply for construction and dismantling times. Stand guards must be booked from the security company named in the exhibitor portal.

## 23. Liability

The organizer assumes liability neither for damage to stand equipment or to exhibits, nor for consequential damage. In so far as proof can be provided to the effect that the organizer is at fault, liability is restricted to damage caused intentionally or by gross negligence.

## 24. Photography, Filming

Professional photography and filming within the exhibition premises is permitted only by a company/person assigned by the organizer. The organizer is entitled to have made photographs and films of exhibition stands or exhibits respectively and to use these for his publications. The exhibitor in advance grants all necessary rights.

## 25. House Rules

The organizer exercises the house rules on the exhibition premises. The organizer can issue house rules. Exhibitors and their staff may enter the premises and the halls just one hour prior to the start of the event and must have left the halls and the premises at the latest one hour after the end of the event. A stay beyond 07.00 p.m. must be registered with the organizer and requires written approval. Remaining on the premises overnight is, in general, not permitted.

## 26. Violation of Intellectual Property

The organizer expressly points out the validity of laws and regulations concerning intellectual property (especially patent and trademark law). Any cases of obvious violation of these laws and regulations which the exhibitor will not stop immediately after first request by the organizer will entitle the organizer to immediately close the booth of the respective exhibitor with walls and/or curtains. Furthermore, the organizer reserves the right to exclude such exhibitors who violate the intellectual property of other companies from future editions of ANGA.COM.

## 27. Cancellation

The registration according to paragraph 4. is binding. There is no right to cancel booked stand space. If exhibition space is fully booked and there is a waiting list ensuring the immediate renting of the space to a new exhibitor without any loss, the organizer may as an exception grant cancellation as a courtesy. He can base such a grant on the payment of part of the rent for the exhibition space or package booked by the exhibitor. Cancellation will only be effective if granted in writing.

The organizer is entitled to withdraw from the contract if an exhibitor becomes insolvent before the rent for exhibition space has been paid. In this case, the exhibitor has to notify the organizer immediately.

## **28. Unforeseen Events (force majeure), Cancellation of the Event**

Unforeseen events which make it impossible to hold the event at the planned date, and which are not the responsibility of the organizer ("force majeure"), legitimize the following options:

- a) to cancel the event. If the event must be cancelled within six weeks before its opening or during the event, the organizer is not obliged to pay back stand rent.
- b) to postpone the event. Exhibitors can demand to be released from the contract if they can prove that the postponement would result in an overlapping with another fair/exhibition in Europe which has already been booked bindingly and that covers the same industry sector.
- c) to shorten the event. A reduction of the stand rent will not be granted.

The organizer is also entitled to cancel the event if the economic viability is not secured. This has to be done at least six weeks before the start of the event.

Claims for damages or compensations are excluded in all the above-mentioned cases. The organizer recommends exhibitors to take out an event insurance.

## **29. Data Protection**

We process personal data of the exhibitor personnel insofar as this is necessary for the establishment, implementation and processing of the contractual relationship. In order to fulfil our contractual obligations, we forward data in individual cases, e. g. for ticketing, admission control, information letters and technical services, to partner and service companies who process the data on our behalf and are themselves obliged to protect the data. The data will be used within the framework of legal regulations and exclusively for the processing of the contractual relationship. Declarations of consent can be revoked at any time.

## **30. Forfeiture Clause**

Claims on the part of the exhibitor against the organizer which are not asserted in writing at the latest two weeks after the event are forfeited.

## **31. Amendments, Changes**

Arrangements deviating from these exhibition conditions must be in written form to be legally effective. The event's name and logo may be subject to changes.

## **32. Place of Performance, Jurisdiction**

The place of performance and jurisdiction is Cologne. The organizer reserves the right to assert his claims at the court of the area in which the exhibitor is based. German law and the German version of the text shall exclusively prevail.