



messe**augsburg**

# Information on stand construction

at Messe Augsburg  
from September 1, 2020

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# General information

## Status quo

On June 23, 2020 the Bavarian State Government announced that trade fairs, congresses and conferences can resume in Augsburg from September 1, 2020, subject to strict health and safety measures.

We are delighted that trade fairs can take place in Bavaria again from 01/09/2020, and have therefore established the regulations along with the trade fair venues in Munich and Nuremberg and also with the Bavarian government. The health of our employees, visitors and exhibitors has top priority for us at Messe Augsburg. It is our duty to provide some prospects to our customers and their various sectors again. We offer our customers a safe environment and promising trade fair events even during the coronavirus pandemic to enable our customers to continue to grow their business. We have therefore designed measures in accordance with the guidelines of the Free State of Bavaria and in close coordination with all the necessary offices, authorities and institutions that are now incorporated into our hygiene and protection procedures, and which govern the collaboration at trade fairs in times of Covid-19. Please visit our website to view a summary of measures.

Important advance information for exhibitors in general, the number of visitors to the individual trade fair stands is not regulated, provided the minimum distance of 1.5 m is observed.

The following pages describe the specific regulations that apply to the exhibition stands. The respective stand operator is responsible for implementing the measures at the exhibitor stand. If you have any questions, please get in touch with your contact at Messe Augsburg.

# Stand construction

## Recommendations and guidelines

- The minimum distance of 1.5 m must also be observed on the trade fair stand. The stand should be designed with larger dimensions to avoid bottlenecks.
- If the minimum distance cannot be maintained at specific points, other measures must be taken, e.g. the separation of seating areas.
- Ensure that the exhibits have sufficient space around them.
- Meeting areas: The seating distance between tables and chairs must be at least 1.5 m between persons.
- Larger or more complex exhibition stands make it difficult to determine the number of people on the stand. In this case, separate entrances and exits and barriers to the stand (e.g. warning tape) should be installed for a more effective control of numbers of people on the stand.
- When planning your stand, please make sure persons can move around freely in the walkways around your stand. For example, it may not be possible to display product information in the immediate areas between the stand and the walkways around the stand. We kindly request your understanding and due care and attention when planning your stand.
- The adequate ventilation of the trade fair stands is more important than ever at this time. The ventilation systems in the Messe Augsburg exhibition halls are of a high technical standard, and have separate supply and exhaust air. To ensure your stand also benefits from the efficient ventilation, the stand must have no closed ceilings, in particular in the meeting areas. If your stand has two floors, the ground floor should be designed to be as open and extensive as possible.
- When planning stands with two floors: Please ensure that the stairs are sufficiently wide, or ideally implement a one-way system. In the case of a two-storey stand construction, please also pay particular attention to the point above with respect to ventilation.
- You should also notify the stand constructor you have commissioned of these measures.
- Alternatively, you can hire your stand from us. Our trade fair service will be happy to advise you on the options:

P +49 821 2572-206  
service@messeaugsbuerg.de

# Trade fair stands

## Recommendations and guidelines

- The top priority is the health and safety of all participants. You should therefore comply with the hygiene regulations generally applicable at the time of the trade fair, e.g. do not shake hands and observe the appropriate coughing and sneezing etiquette. Please note the general hygiene recommendations of the Robert Koch Institute (RKI).
- Frequently used areas, i.e. counters, tables, exhibits, etc. must be cleaned as required or after each visitor.
- Please make a sufficient supply of sanitiser available on your stand for your staff and any visitors to the stand.
- The wearing of mouth-nose protection is mandatory in the entire exhibition and grounds of the site. The seating areas in the hospitality areas are excluded, insofar as food is being consumed.
- Goodies and give-aways may currently only be handed out by the stand personnel, in compliance with the hygiene regulations, distribution from large containers is currently prohibited.
- Stand parties or other activities are currently prohibited, because the hygiene regulations cannot generally be observed.
- The mouth and nose covering may be removed during discussions that take place at a table on your stand, if a minimum distance of 1.5 m can be safely maintained. You must enter the contact details of the person you are talking to separately (last name, first name, place of residence, telephone number or email address, duration of visit to the stand) to enable the identification of contact persons in the event of a subsequently reported case of Covid-19. It is prohibited to disclose the data to third parties; the data may only be supplied to the competent health authorities for the purpose of providing information. The documentation must be stored on the stand such that it cannot be viewed by third parties. Moreover, the data must be retained for a minimum of one month.
- In the interest of everyone: Make sure that no personnel work on your stand who are showing symptoms of a cold.
- A person responsible for the implementation of and compliance with the measures must be nominated and recorded in your hygiene procedure.

# Catering

## Information

- If you intend to offer hospitality at your stand, please observe the general hygiene requirements when serving and storing consumables. The regulations applicable to catering establishments at the time of the trade fair in accordance with the Protection Ordinance of the Free State of Bavaria must also be observed.
- Catering services with an open buffet and/or self-service catering are currently not permitted; open containers, for example for goodies or cutlery, are also prohibited.
- Our contract caterer will be happy to design a quote for catering services at your trade fair stand which comply with the hygiene regulations. Please contact our caterer Held for more information:

Dieter Held GmbH  
P +49 821 2572-166  
held-messe catering@web.de

**We sincerely thank you for your compliance with the guidelines and measures on your trade fair stand!**

Please note that Messe Augsburg cannot provide a draft approval with respect to the hygiene procedure for your stand. It is your sole responsibility to ensure compliance with the measures on your stand.