



# Invitation to LAB-SUPPLY 2019 Münster

[www.LAB-SUPPLY.info](http://www.LAB-SUPPLY.info)

Dear Sir or Madam,

we want to conduct the open, regional trade fair for laboratory technology in Messe und Congress Center Halle Münsterland with you. If you are interested in helping to shape the trade fair, to which external visitors are being invited, please contact:

**LAB-SUPPLY.info**  
Zillger & Müller GbR  
FON +49 2242 9098 888  
FAX +49 2242 9098 889  
e-mail: [info@LAB-SUPPLY.info](mailto:info@LAB-SUPPLY.info)

**Venue:**  
Messe und Congress Center  
Halle Münsterland GmbH  
Albersloher Weg 32  
48155 Münster

## Date: Wednesday, September 25<sup>th</sup> 2019

Setup:	Tuesday, September 24 <sup>th</sup> 2019, from 2.00 pm till 6.00 pm
Exhibitors night:	Tuesday, September 24 <sup>th</sup> 2019, from 7.00 pm in TRYP Münster Kongresshotel Hotel
Setup:	Wednesday, September 25 <sup>th</sup> 2019, from 07.30 am till 9.00 am
Exhibition:	Wednesday, September 25 <sup>th</sup> 2019, from 9.30 am till 3.30 pm
Removal:	Wednesday, September 25 <sup>th</sup> 2019, from 3.30 pm till 6.00 pm
Costs:	750 € for 1 running metre exhibition area 2 metre and more: 600 € / running metre

**A direct sale of your items is allowed on the LAB-SUPPLY !**

Hotel: we recommend the **TRYP Münster Kongresshotel Hotel**  
<http://www.tryphotels.com/en/index.html>

Media Partners of the LAB-SUPPLY 2019 Münster are:

**Vogel Business Media GmbH & Co. KG** ([www.laborpraxis.de](http://www.laborpraxis.de))  
*LABORPRAXIS is the cross-media specialist for the target audiences:  
laboratory analysis and life sciences*

**ANALYTIK NEWS** ([www.analytik-news.de](http://www.analytik-news.de))

Media Partner Switzerland:

**LABORSCOPE** ([www.laborscope.ch](http://www.laborscope.ch))  
*- the Swiss specialist magazine for laboratory and process engineering,  
chemistry, biotechnology and medicine*

Company : \_\_\_\_\_  
Contact person : \_\_\_\_\_  
Street : \_\_\_\_\_  
Postcode – City : \_\_\_\_\_  
Telephone : \_\_\_\_\_  
Telefax : \_\_\_\_\_  
e-mail : \_\_\_\_\_

1.  Yes, we are attending the exhibition with \_\_\_\_ people (booth staff)  
first name/name \_\_\_\_\_
- Yes, we are attending the exhibitors night with \_\_\_\_ people  
**Important! Please indicate. Tuesday, September 24<sup>th</sup> 2019 from 7:00 pm – free of charge**  
first name/name \_\_\_\_\_
2. we need  1 running metre table area (750, - € plus VAT **no further expenses**  
(depth of the tables: 80 cm, standard height approx. 73 cm)
- 2 running metre table area (1200, - € plus VAT **no further expenses**  
(depth of the tables: 80 cm, standard height approx. 73 cm)
- 3 running metre table area (1800, - € plus VAT **no further expenses**  
(depth of the tables: 80 cm, standard height approx. 73 cm)
- running metre table area (600, - €/m plus VAT **no further expenses**  
(depth of the tables: 80 cm, standard height approx. 73 cm)

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3. we arrive at  Tuesday, September 24<sup>th</sup> 2019  
we arrive at  Wednesday, September 25<sup>th</sup> 2019
4. we set up on  Tuesday, September 24<sup>th</sup> 2019 from 2.00 pm until 6.00 pm  
we set up on  Wednesday, September 25<sup>th</sup> 2019 from 7.30 am until 9.00 am
5. we remove on  Wednesday, September 25<sup>th</sup> 2019 after 3.30 pm until 6.00 pm

**we kindly ask you to book the hotel rooms yourself**

Please answer the following questions that we can guarantee a fluent procedure:

- we do not need electricity for our appliances and own lighting
- we need \_\_\_\_\_ KW- electricity for our appliances
- we need \_\_\_\_\_ KW- electricity for our own lighting
- a 230-volt connection is enough
- we need a 380-volt connection
- we put up a partition screen with the measurements:

high \_\_\_\_\_ x width \_\_\_\_\_ x depth \_\_\_\_\_ cm

**(Please consider that you are bound to the width of your booked metres!)**

Please send the filled out form back to us until **July 20<sup>th</sup> 2019**

Date: \_\_\_\_\_

Signature: \_\_\_\_\_

The participation in the event **LAB-SUPPLY.info** are taken on a basis which the exhibitor acknowledges herewith.

## **1. Exhibition area**

- 1.1. The respective exhibition area is determined by the booked running meters. The table measurements are usually:
  - depth approx. 60 until 100 cm (according to condition)
  - standard height approx. 73 cm
- 1.2. The respective exhibition area can be also used without any tables (e.g. for security cabinets). The setup of a promotional screen is allowed. In this case, please consider that you are bound to the width of your booked meters. (e.g. 2 running meters table space equal 2 running meters exhibition space)
- 1.3. The table price includes the stated electricity connections from the registration form. Special requests may be charged extra.
- 1.4. The designation of the exhibition area is done by the organizer. The allocation can only be changed with the approval of the organizer.
- 1.5. The special allocation of the tables is made by the organizer and can only be changed with its approval.
- 1.6. The exhibitor can hold a lecture free of charge. However, there is no claim for it. The time of lecture will be allocated by the **LAB-SUPPLY** on availability, the subject and the time of receipt.

## **2. Attendance obligation**

- 2.1. The participant is committed to supervise and look after his stand during the complete opening hours of the trade fair.
- 2.2. The setup has to be completed by the time the exhibition starts. The removal can only be started after the official end of the trade fair. The removal has to be completed within two hours after the end of the exhibition.

## **3. Liability and guard**

- 3.1. The organizer is not responsible for the duty of care of the stand or the exhibits. Furthermore the exhibitor has to guarantee the fire safety of his entire stand.
- 3.2. All material used during the exhibition must be flame resistant and classify as B1 according to the fire protection classification DIN 4102-1. Proof of low flammability must be kept at the exhibition stand at all times
- 3.3. The organizer is neither liable for material nor physical damage. The organizer therefore recommends to effect a indemnity insurance to the exhibitors.
- 3.4. The disclaimer of liability in favor of the organizer applies even if monitoring measures have to be taken.

## **4. Payment terms**

- 4.1. The invoice amount is to be transferred without subtraction and including the invoice number within 14 days after account rendering. The amount is to be transferred to the following account:

**Bank:** Volksbank Bonn-Rhein-Sieg-Kreis

IBAN: DE36 3806 0186 3707 0650 51

BIC: GENODED1BRS

The date of receipt of the payment on the listed account is relevant

- 4.2. A cancellation fee of 25% of the invoice amount is to be paid, as long as the cancellation is received by the organizer 30 running days before the beginning of the event. If the cancellation is done later than that the invoice amount remains due net.

## **5. Conduct of the event**

The participant is instructed that the event will only take place if a sufficient amount of registrations was received by the organizer. The organizer will therefore keep the liberty to decide if the exhibition takes place. The organizer will remain unaffected within 30 running days before the start of the event.

Hence the registration remains as a contract offer. The contract formation is due, if the organizer remains to cancel the event within 30 running days before the beginning of the exhibition and the invoice amount is received on the account of the organizer.

The organizer reserves the right to change the venue (city, location) as well as the date of the event, according to circumstances, up to 30 days before the respective event.

The exhibitor agrees that the pictures taken during the exhibition (exhibitors and equipment) may be used for advertising purposes of the **LAB-SUPPLY**.

## **6. Choice-of-forum clause**

The company office of the organizer is the applicable venue for all possible litigations arising out of this contractual relationship.