

SHOWTECH 2025 – Conditions of participation

(status 10/2024)

1. Event

1.1 Organiser

The trade fair and the conference SHOWTECH are hosted by DTHG Service GmbH, acting as an economic and legal repository, in cooperation with the trade association Deutsche Theatertechnische Gesellschaft e.V. (DTHG e.V.), acting as a non-material repository on the premises of Arena Betriebs GmbH.

2. Dates

Duration of the event

20 - 22 Mai 2025

Registration deadline: 20 April 2025

Opening hours trade fair & conference for visitors

20 – 21 May 2025 | 10 am – 6 pm

22 May 2025: 10 am – 4 pm

Opening hours for exhibitors

20 – 22 May 2025: from 8 am until 8 pm

Deviations require prior written approval.

Setup

18 – 19 May 2025: 8 am – 8 pm

Please note the individually allocated slot for loading and unloading times!

Disassembly

22 May 2025: 4 pm – 8 pm

23 May 2025: 8 am – 7 pm

Please note the individually allocated slot for loading and unloading times!

Subject to change, please also refer to additional information that may be provided later. If an early setup of a stand is necessary (before 18 May 2025), this must be formally requested via info@showtech.me. Please note that early setup is only possible for stands larger than 50 m², and charges will apply. A flat rate of EUR 400 will be charged per day. If the desired area is available, the request will be approved after receipt of the request.

Each exhibitor is obligated to equip their stand with all necessary materials and staff it with qualified personnel during visiting hours for the duration of the entire event. Disassembly of the stand before 4 pm on 22 May 2025 is not permitted. Should an exhibitor violate this rule, the organiser can claim a contractual penalty of EUR 5,000.

3. Eligibility and admission

Only companies who are in conformity with the event topic, taking account of the industry. The DTHG Service GmbH holds the right to determine eligibility. The registration via e-mail or form does not represent proof of claim to a later admission, which can be denied without giving reasons and without the possibility of asserting claims for compensation. Floor space allotment

and the dimensioning of floor space are done based on aspects relating to the exhibition topic and the premises available. Individual wishes on the exhibitors' side will be taken into consideration where possible.

The submission date of the registration form is not relevant to this aspect. Switching floor spaces is not permitted without the event organiser's consent. Each exhibitor is obligated to inform themselves about the location, exact measurements and potential fixtures etc. of their assigned stand. Should the event organiser want to make any changes to assigned floor spaces (such as structural changes, addition of installations etc.), they will inform the affected exhibitors in due time. Relocation of floor space can take place due to peremptory factual reasons. In that case, a new space will be allocated that is as close as possible to the original one. The exhibitor has the right to withdraw their registration within one week of the announcement of the new floor space. Damages may not be claimed by either party.

4. Conditions

4.1 Price models

The pricing structure for stand bookings is based on the service level required. There are three price models available: the 'Full-Service Package', the 'Basic Space' and the 'Compact Stand'.

Full-Service Package

The following costs are included in this price model:

- ✓ Additional costs (basic cleaning, water consumption, waste)
- ✓ Stand construction, including fully printed back wall
- ✓ Basic furnishings (table, two chairs)
- ✓ Electricity installation & consumption
- ✓ WIFI access (no exclusive use)
- ✓ Stand cleaning
- ✓ Empties storage
- ✓ Exhibitor passes
- ✓ Codes for visitor tickets
- ✓ Networking event @ARENA Badeschiff

Basic Space

This price model includes the following costs:

- ✓ Pure stand space
- ✓ Additional costs (basic cleaning, water consumption, waste)
- ✓ WIFI access (no exclusive use)
- ✓ Exhibitor passes
- ✓ Codes for visitor tickets
- ✓ Networking event @ARENA Badeschiff

Compact Booth








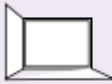



Please note that the reservation of a compact booth is limited to associations, start-ups, micro-enterprises and educational institutions. Please be aware that member and/or Early Bird discounts cannot be applied to the discounted total price of €1,500.

The **Compact Booth** price model includes:

- ✓ 2x2m stand
- ✓ additional costs (basic cleaning, water consumption, waste)
- ✓ Stand construction incl. fully printed back wall
- ✓ Basic furnishings (table, two chairs)
- ✓ Power connection incl. 1 earthed socket 230 V, 10 A, up to 2.3 kW
- ✓ WIFI access (no exclusive use)
- ✓ Exhibitor passes
- ✓ Codes for visitor tickets
- ✓ Networking event @ARENA Badeschiff

4.2 Prices

All prices are in Euro plus the statutory value added tax (VAT).

 Full-Service Package					
	Type	Price per qm ² normal	members	Early-Bird* normal	Early-Bird* Member
	Row Stand	€ 424	€ 399	€ 403	€ 379
	Corner Stand	€ 445	€ 419	€ 423	€ 398
	Head Stand	€ 466	€ 439	€ 443	€ 417
	Island Stand	€ 487	€ 459	€ 463	€ 436
 Basic Space					
	Row Stand	€ 312	€ 289	€ 296	€ 275
	Corner Stand	€ 327	€ 304	€ 311	€ 289
	Head Stand	€ 342	€ 319	€ 325	€ 303
	Island Stand	€ 358	€ 333	€ 340	€ 317
 Compact Stand					
	2x2 Stand	€ 1,500			

*Early booking discount

All bookings made by 30 November 2024 will receive a 5% discount (excluded: Compact Booth). By registering, you agree to DTHG Service GmbH's data privacy statement and general terms and conditions for SHOWTECH.

Co-exhibitors

If several exhibitors wish to rent a joint stand, they must name an authorised representative upon registration. The DTHG Service GmbH will only deal with this person. Co-exhibitor all-in pricing is € 499.

4.3 Withdrawal from the contract

After placement has been confirmed, the rules stated under item #9 in the General Terms and Conditions of the DTHG Service GmbH apply.

5. Payment terms

The due date for the payment of the stand rent is regulated in the invoice for stand rental. We ask you to provide both the invoice and customer number. Should a larger area be used than first indicated, the surplus amount is due immediately. The event organiser has the right but no obligation to decide how to utilise the rented floor space at their own discretion should the rent not be paid at all or only partly by the due date. The rentee is liable for their rent, even in such a case when – in order to fill the gap – another exhibitor is moved to the free space or if the space is utilised in a different way and the rent can not be obtained from the new user. If the stand is rented to another person entirely, the organiser has a right to claim 25% of the agreed rental price from the original rentee as cost compensation. Additional costs are invoiced separately. These fees are due immediately after receipt of the invoice. More details are outlined in the General Terms and Conditions of the DTHG Service GmbH.

6. Marketing support

The DTHG Service GmbH provides its exhibitors additional media packages as a marketing support service. Please note that this booking is optional and can be made at a later date via the exhibitor portal on the SHOWTECH website (www.showtech.me). The costs will be charged to the main exhibitor's account.

7. Conference and program participation

Exhibitors are entitled to participate in the congress, which will take place on 21 - 22 May 2025, without the purchase of additional tickets. Exhibitors and co-exhibitors are invited to submit a topic for a presentation within the accompanying programme of the trade fair. The deadline for submissions will be announced in due course. A committee formed by the DTHG will then decide and inform exhibitors and co-exhibitors about the inclusion of the presentation in the programme of the trade fair.

8. Work and exhibitor passes

Exhibitors are entitled to the required number of free exhibitor passes. These passes also authorize access during the set-up and dismantling periods.

9. Technical guidelines

The exhibitor commits to complying with the Technical Guidelines of Arena Berlin Betriebs GmbH including all regulatory statutes, fire regulations, zoning regulations and other safety regulations. The exhibitor is also obligated to comply with the laws applying to technical equipment (equipment safety law, German Gerätesicherheitsgesetz).

10. Stand design and appearance

Walls that flank visitor walkways must be equipped with transparent showcases, displays or similar elements to become partially see-through and to document the open style and look of the event. The solid part of a wall flanking a walkway may not be more than 3 m², a solid wall may not be longer than 3 metres and the side facing the walkway must be decorated with graphic elements. Stands set up in this way need a formal permission. The backside of stands, if it reaches higher than 2.5 m and if it faces a neighbouring stand, must be kept neutral so as not to interfere with the neighbouring stand's design. Stands set up in this way need a formal permission. Submission deadline for stand setups that are eligible for permissions: 6 weeks before the trade fair begins. In order to minimise our environmental impact, we advise that carpet should be avoided as a floor covering or that more sustainable options be considered.

11. GEMA fees

If copyright-protected music will be played or if radio or tv shows will be played that feature music performances, a permission by GEMA is needed. Registrations can be made online: <https://www.gema.de/de/musiknutzer>

12. Advertising and sales

Direct sales are not permitted. Advertising and promotion of exhibitors, sponsors and partners of all kinds is only allowed within the floor space rented by the exhibitor for their own company and for exhibits produced or sold by this company. Any other advertising measures need a formal permission from DTHG Service GmbH.

13. Visual and acoustic performances

The volume of performances during the trade fair must always be kept at a level that ensures neighbouring exhibitors are not disturbed by the performance. Therefore, the noise produced by a single stand may not exceed a median level (Leg) of 70 dbA (A), measured at the edge of the stand. To make sure no visual or acoustic disturbances occur, performances must be discussed with neighbouring stand rentees. This concerns all types of performances – including those using visual and acoustic media. The DTHG Service GmbH has the right to forbid performances if these terms are violated at any time. Please be advised that any events held at a stand (such as keynote speeches or stand parties) must be registered online via the exhibitor area on www.showtech.me. This also applies to events that exceed the daily opening hours.

14. Building control regulations and fire safety regulations

Emergency exits, entrances and exits, fire alarms, fire hydrants, smoke dampers, electric distributors and switchboards, telephone distributors as well as ventilation slits must be freely accessible and may not be covered. The use of open fire for cooking, heating and other objectives is prohibited. Packing materials, paper and other flammable materials may not be kept in the exhibition halls. Outside of the halls, vehicles, containers, other storage vessels and materials may be set down at least 5 metres away from the building wall. Detailed technical and building regulations can be found online in the exhibitor area on www.showtech.me. Please observe the technical guidelines of Arena Betriebs GmbH in particular.

15. Data privacy statement

We collect, use and process your personal data for the justification, implementation and processing of your contractual relationship with the DTHG Service GmbH and for market research purposes. This includes the company name and the name of the contact person, street address, postal code and the city, country, phone and fax number and email address. Providing this data ensure your participation in the trade fair.

In order to fulfil our contractual obligations, we occasionally forward your data to partner companies that process the personal data on our behalf. If you have provided us with your consent, we will also transfer your data to our group companies and official partner companies for the purpose of enabling them to offer you their own additional services or similar services, as well as to the official foreign representatives and partner companies of DTHG abroad. Your data will be used in accordance with the relevant legislation and exclusively for the defined purposes.

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