

## Exhibition Guide & Deadlines: Munich Event

Dear Exhibitor,

We warmly welcome you as PERFORMANCE DAYS exhibitor on November 03-04, 2022.

Below you find an overview of important deadlines for PERFORMANCE DAYS. **September 16, 2022** is the deadline to complete all orders in your Exhibitor Account.

Keep in mind the following important information:

### 1. New venue: MOC Munich

In November 2022 we will be in the MOC Munich, Lilienthalallee 40, 80939 Munich. You can use the metro U6, exit "Freimann" or come by car and park in the large parking garage.

### 2. PERFORMANCE FORUM

You can participate in the PERFORMANCE FORUM for free. The selected products are showcased in Munich, Portland and digitally. To participate, submit your 6 best products. A jury of industry experts will curate the best and most innovative products of the season and even choose an award winner. The Forum has a Focus Topic each season. In November 2022 it is "The Journey to Carbon Neutrality – Time to Score".

### 3. Virtual showroom

Your ready-made Virtual Showroom within The Loop is included and will be available at [www.performancedays.com/loop.html](http://www.performancedays.com/loop.html). Find all the details how to get most out of your Loop profile in the manual.

### 4. Sample requests

Customers can request samples of all products within your virtual showroom. You will be informed about each requests by email and can answer the customer directly. Also, you can see an overview of the requested samples in your [Exhibitor Account](#) in the section YOUR SAMPLE ORDERS.

### 5. Email signature & invitation graphic:

Please find your personalized e-mail footer in your [Exhibitor Account](#) to promote your participation. We also provide a personalized invitation graphic as well as Social Media graphics which you can use to send an invitation e-mail to your customer database.

### 6. Hygiene & safety concept:

We will have a hygiene concept based on the current state regulations. It will be communicated shortly before the fair.

If you have any remaining questions, let us know at: [exhibitor@performancedays.com](mailto:exhibitor@performancedays.com).

Your PERFORMANCE DAYS Team

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Sept  
16

## Exhibitor Account & PERFORMANCE FORUM

Exhibitor Account: Complete your data and booth orders in the online Exhibitor Area.

PERFORMANCE FORUM: Send up to 6 samples (fabrics & accessories). Follow the instructions in the [Exhibitor Account - PERFORMANCE FORUM SAMPLES](#).

Sept  
23

## Booth prints

Booth/ Marketing Graphics: Order your wall banner in the [Exhibitor Account](#) - YOUR BOOTH

Send your layout to [performancedays@engler-werbetchnik.de](mailto:performancedays@engler-werbetchnik.de)

## Virtual Showroom & Marketing

Exhibitor Account: Upload collection photos in the [Exhibitor Account](#) - YOUR COLLECTION

Add additional information, as brochures, certifications, videos, banners in the [Exhibitor Account](#) - COMPANY UPLOADS

Marketing: Complete all marketing orders in the [Exhibitor Account](#) - MARKETING & ADVERTISEMENT

Oct  
20

## Courier Service

Courier: Use DHL - PERFORMANCE DAYS' courier service for all fair goods. Download the guideline in your Exhibitor Account - OVERVIEW.

**Please DO NOT send anything directly to the fairground or office!**

Oct  
28

## Exhibitor Passes

Exhibitor Passes: Fill in the names of your team: Print the Exhibitor Passes or use the e-mail function for eTickets, in the [Exhibitor Account](#) - EXHIBITOR PASSES

Nov  
02

## Set-Up

**Booth Set-Up: 15-19.00h**  
MOC Munich  
Lilienthalallee 40  
80939 Munich  
Germany

You can drive up directly to the hall during set-up with a deposit of 100€ for one hour. Parking: 14€/per day.

**Additional booth equipment can be ordered during set-up. Prices at the fair are up to 50% higher, so make sure you order before Sept. 16**

Nov  
03-04

## Event

Opening hours for visitors: 9:00h - 18:00h

**Dismantling: Nov 04 after 18.00h**

Empty booth before 17:30h results in loss of booth position for the next event

For exhibitors: 8:00h on both fair days with valid Exhibitor Pass.

Booth Dismantling is only possible on Thursday. You can drive up directly to the hall after 18:15h