

Dear Exhibitor,

We warmly welcome you as PERFORMANCE DAYS exhibitor in November 13-14th 2019!

Below you find an overview of important deadlines for PERFORMANCE DAYS November 2019. Keep in mind that September 27th is the deadline to complete all orders in your Exhibitor Account.

1. NEW HALL: C1

In November we will be in hall C1, Messegelände München. Please only use the North-West entrance to enter the fair.

2. WALL DECORATION:

Order your wall decoration in your Exhibitor Account. If you bring your own posters, make sure the walls are not damaged and anything you stick to the walls is completely removable. Order fixing eyelets or pins in your Exhibitor Account to attach your posters.

You are held responsible for any damage and will be charged for it.

3. ELECTRICITY: COFFEE MACHINES AND KETTLES

All electrical devices which need more than 1kW (coffee machines, kettles,...), must be registered with PERFORMANCE DAYS in advance to avoid blackouts. There is a registration fee of 50€ per exhibitor with electrical devices.

If PERFORMANCE DAYS finds devices which are not registered at the fair, a fine of 150€ is due.

4. DISMANTLING:

Dismantling is allowed earliest at 17:30h on the second fair day.

Please do not start packing your collection or dismantling the booth earlier, respecting your customers and other exhibitors. If the PERFORMANCE DAYS team finds an empty booth before the official fair closing, you will lose your booth position for the next event.

5. E-MAIL 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 which you can use to send an invitation e-mail to your customer database.

6. DHL AND PERFORMANCE DAYS:

We work with DHL to make sure your fair goods arrive securely. Keep in mind to send your fair goods early enough considering possible delays due to customs clearance. DHL also takes care of storing your empty boxes for the duration of the fair. You can find the DHL Shipping Guidelines with all details attached and in your Exhibitor Account – OVERVIEW.

We have compiled more important points for your best possible fair experience in the Exhibitor Manual available in your Exhibitor Account. If you have any remaining questions, let us know at:

exhibitor@performancedays.com.

Your PERFORMANCE DAYS Team

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