

## Exhibitor Timetable

REGISTRATION DEADLINES		
2 May until 31 July 2024	Registration period for main exhibitors. Late registrations will be considered subordinate and will be placed according to the availability of stand space.	<a href="https://asp.fruitlogistica.com/">https://asp.fruitlogistica.com/</a>
2 May until 10 November 2024	Registration period for co-exhibitors. Late registrations cannot be taken into account for the printed catalogue 'Exhibition Guide'.	<a href="https://asp.fruitlogistica.com/">https://asp.fruitlogistica.com/</a>
1 August until 30 November 2024	Tech Stage	<a href="http://www.fruitlogistica.com/en/events/tech-stage/">www.fruitlogistica.com/en/events/tech-stage/</a>
1 until 31 October 2024	Startup Day	<a href="http://www.fruitlogistica.com/en/events/startup-day/">www.fruitlogistica.com/en/events/startup-day/</a>
15 October until 15 November 2024	Innovation Award (FLIA)	<a href="http://www.fruitlogistica.com/en/events/innovation-award-(flia)/">www.fruitlogistica.com/en/events/innovation-award-(flia)/</a>
1 October until 1 December 2024	Spotlight for main exhibitors and co-exhibitors.	<a href="http://www.fruitlogistica.com/en/trade-visitors/spotlight/">www.fruitlogistica.com/en/trade-visitors/spotlight/</a>
ORGANISATIONAL MATTERS REGARDING YOUR STAND REGISTRATION		
Earliest possible	<ul style="list-style-type: none"> <li>Make your travel arrangement, including flight &amp; hotel bookings</li> <li>Apply for visa if required</li> <li>Select stand construction company, noting all relevant regulations</li> <li>Register events at your stand free of charge (obligated)</li> </ul>	<a href="http://www.fruitlogistica.com/en/trade-visitors/travel-hotel/">www.fruitlogistica.com/en/trade-visitors/travel-hotel/</a> <a href="http://www.fruitlogistica.com/stand-construction-regulations">www.fruitlogistica.com/stand-construction-regulations</a> <a href="https://asp.fruitlogistica.com/">https://asp.fruitlogistica.com/</a>
Note cancellation deadlines	New cancellation policy for the stand area must be noted (§4). The cancellation policy for system stands remains the same.	<a href="http://www.fruitlogistica.com/specialconditions">www.fruitlogistica.com/specialconditions</a>
From October 2024	Acceptance of the placement proposal. Stand applications submitted after 31 July 2024 are expected to receive a placement proposal from November.	<a href="https://asp.fruitlogistica.com/">https://asp.fruitlogistica.com/</a>
October until middle of December 2024	Book services in the new webshop via the exhibitor portal.	<a href="https://asp.fruitlogistica.com/">https://asp.fruitlogistica.com/</a>
From November 2024	Receive down payment invoice including stand number.	Electronic invoicing via <a href="mailto:messe-berlin@quadiant-eservices.com">messe-berlin@quadiant-eservices.com</a>
	Book services in the new webshop via the exhibitor portal. <ul style="list-style-type: none"> <li>Order free construction and dismantling passes, if required</li> <li>Send invitations to customers and business partners</li> <li>Order entry vouchers for customers and business partners</li> </ul>	<a href="https://asp.fruitlogistica.com/">https://asp.fruitlogistica.com/</a>
From December 2024	Receive codes for free exhibitor passes.	The codes will be send by email from <a href="mailto:tickets@messe-berlin.de">tickets@messe-berlin.de</a>
From April 2025	Receipt of the final invoice.	Electronic invoicing via <a href="mailto:messe-berlin@quadiant-eservices.com">messe-berlin@quadiant-eservices.com</a>

As of: 2 May 2024

Subject to change. Please note: further information may follow at a later date at [www.fruitlogistica.com](http://www.fruitlogistica.com)

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STAND CONSTRUCTION, EQUIPMENT AND LOGISTICS		
1 October until 26 November 2024	Submit stand construction plans for official approval. Only compulsory from 2.5m stand height. For all other stand constructions, compliance with the Technical Guidelines and the and the Special Conditions of Participation (§7 stand design) is sufficient.	<a href="mailto:messtechnik@messe-berlin.de">messtechnik@messe-berlin.de</a> <a href="http://www.fruitlogistica.com/technischerichtlinien">www.fruitlogistica.com/technischerichtlinien</a> <a href="http://www.fruitlogistica.com/specialconditions">www.fruitlogistica.com/specialconditions</a>
From 15 December 2024	Book time slot for loading zone via VisiFair. The required event code can be found on the website.	<a href="http://www.fruitlogistica.com/traffic-and-logistics">www.fruitlogistica.com/traffic-and-logistics</a>
1 November 2024 until 8 January 2025	Book services in the new webshop via the exhibitor portal. <ul style="list-style-type: none"> <li>Order of stand equipment (electrical/ water connections, etc.)</li> <li>Organize transport of exhibition materials</li> <li>Booking Parking lot for vehicles</li> <li>Book waste disposal (mandatory), and if necessary cleaning service if required (note new regulations!)</li> <li>Order of security services, insurance, storage goods</li> <li>Order catering</li> <li>Book additional staff for the Stand</li> <li>Order night construction if necessary</li> </ul>	<b>A surcharge of 20% on the listed prices will be charged for orders placed within the last 4 weeks before the start of the trade fair (9 January 2025).</b>  <a href="https://asp.fruitlogistica.com/">https://asp.fruitlogistica.com/</a>
30 January 2025	Start of stand construction for halls 1.1, 2.1, 3.1, 4.1, 5.1, 6.1	30 January – 3 February 2025: night construction possible; Order at least 1 day in advance ( <a href="https://asp.fruitlogistica.com/">https://asp.fruitlogistica.com/</a> )
From 31 January 2025	Stand construction in all halls: daily 7 a.m. to midnight	30 January – 3 February 2025: night construction possible; Order at least 1 day in advance ( <a href="https://asp.fruitlogistica.com/">https://asp.fruitlogistica.com/</a> )
3 February 2025	End of construction: at midnight (construction inspection/acceptance)	
4 February 2025	End of decorative installation: 10 p.m.	
7 February until 10 February 2025	Dismantling in all halls from 7 February, 4 p.m.	Each exhibitor is obligated to ensure that their exhibition stand is fully equipped and staffed with expert staff for the entire duration of the event, daily from 9 a.m. to 6 p.m. <b>It is not permitted to dismantle the stand before 4 p.m. on Friday, 7 February 2025.</b>
COMMUNICATION SERVICES		
From September 2024	Booking of Advertising On-Site and Online as well as Sponsoring.	<a href="http://www.fruitlogistica.com/advertising-sponsoring">www.fruitlogistica.com/advertising-sponsoring</a>
1 November 2024	Order digital press box. Announcement of press events to <a href="mailto:fruit_logistica-pr@messe-berlin.de">fruit_logistica-pr@messe-berlin.de</a> .	<a href="http://www.fruitlogistica.com/en/press/">www.fruitlogistica.com/en/press/</a>
1 December 2024 until 3 January 2025	Update exhibitor entry for main exhibitors and co-exhibitors on FRUIT LOGISTICA Online. The data will be used for the printed catalogue 'Exhibition Guide'.	<a href="https://online.fruitlogistica.com/">https://online.fruitlogistica.com/</a> The content-manager link to update the profile will be sent by e-mail to all exhibitors.
20 December 2024	Advertising deadline for the printed catalogue 'Exhibition Guide'. Deadline for printing materials is 3 January 2025.	<a href="http://www.fruitlogistica.com/de/aussteller/marketing/exhibition-guide/">www.fruitlogistica.com/de/aussteller/marketing/exhibition-guide/</a>

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