



EXHIBITOR INFORMATION FRUIT LOGISTICA 2012

Dear Exhibitors,

We would like to take this opportunity to wish you a healthy and prosperous New Year!

FRUIT LOGISTICA 2012 will open in just a few weeks. In order to ensure trouble-free stand construction and dismantling phases, as well as smooth operations during the trade fair itself, we have listed the most important details below. Please pay close attention to this information and pass it on to your stand construction crew and any other companies or agencies involved in the trade exhibition.

FRUIT LOGISTICA 2012 will be staged in **Halls 1.1-6.1, 1.2-6.2, 8.2, 10.2, 11.2, and 18-26.** Access to the trade fair is through the two main gates, Entrance North (Masurenallee) and Entrance South (Jafféstrasse). Exhibitors who have an exhibitor pass can also use the following additional entrances for quick access to FRUIT LOGISTICA: Hall 7 and between Hall 20 and Hall 21

Please note: Exhibitors with exhibitor passes will be admitted to the exhibition grounds from 8:00 a.m. to 7:00 p.m. Those who have a FRUIT LOGISTICA 1-day ticket or event pass will be admitted daily from 9:00 a.m. to 6:00 p.m. through the Entrance North and Entrance South.

Berliner Tafel

Once again in 2012, representatives from the Berliner Tafel e.V. charitable organisation will gladly collect leftover fruit and vegetables on the final day of the trade fair. This food will be immediately distributed to homeless shelters and other needy causes. Please contact Mr. Hedram, Tel. +49 (0)176-96506022.

Cash Points

Cash points (ATM): Passageway between Halls 1.2/2.2, Hall 19, between Halls 20/21.

Catalogue

The FRUIT LOGISTICA catalogue is free of charge and available from the trade fair management office beginning on 06.02.2012, and from the information counters located at the Entrance North and Entrance South beginning on 07.02.2012.

Construction

Stand construction starts on Friday, 03.02.2012 at **7:00 a.m.**

+++New+++

All contractors delivering supplies to exhibitors on the Messe Berlin exhibition grounds, who order services from the Messe Berlin's official Logistics Service Providers such as loading and unloading with forklift trucks can take advantage of this online booking system.

Construction and Dismantling Passes

During the construction/dismantling phase passes have to be worn clearly visible and filled in completely at all times. Additional passes can be requested by sending a fax to the following number: +49 (0)30 3038-2020.

Dismantling

Dismantling starts on Friday, 10.02.2012 at **6:00 p.m.** In the interest of trade fair visitors, we would like to remind you that, according to paragraph 2 of the exhibition terms and conditions, all exhibition stands must be staffed and **remain open until 6:00 p.m. Dismantling may not commence before this time!** Violations of this rule may result in a contractual penalty of up to 5.000€. Please follow the instructions in the official Traffic Information Guide for vehicles accessing the exhibition grounds. **Stand dismantling (incl. removal) must be completed by 10:00 p.m. on Monday, 13.02.2012.**

Delivery Address Berlin Exhibition Grounds

Any shipments/express mail services to your stand should be addressed to:

Your company name + hall + stand-no.+phone

c/o Messengelände der Messe Berlin GmbH
Messedamm 22
14055 Berlin
GERMANY

Exhibition hall doors for construction/dismantling

The large doors used for construction/dismantling operations will be closed as of 12:00 noon on Tuesday, 07.02.2012. Please ensure that the transport of all large items, equipment etc. is completed before this time.

Exhibitor Service Center - Business Center, already open at 03.02.2012

Photocopies, fax, telephone, Internet, PCs, scanners, printers, notebook connections, business cards, prepaid phone cards, SIM-cards, battery chargers for mobile phones, international electricity adapter.

in Hall 7, Level 2:

Tel. +49 (0)30 3038-2861, Fax: +49 (0)30 3038-2862
open from 03.02. to 10.02.2012, 8:00 a.m. – 6:00 p.m.,
11.02.2012, 8:00 a.m. – 4:00 p.m.

in the passageway between Hall 20/21:

Tel. +49 (0)30 3038-6395, Fax: +49 (0)30 3038-6075
open from 07.02. to 10.02.2012, 8:00 a.m. – 6:00 p.m.

Exhibitor Service Center – Stand Construction and Equipment

Service Center Hall 7, Level 2

Tel. +49 (0)30 3067-2052, 2053

Service hours: Sun. 05.02.2012 from 10:00 a.m. – 5:00 p.m.
Mon. 06.02.2012 from 9:00 a.m. – 6:00 p.m.
Tue. 07.02.2012 from 8:00 a.m. – 8:00 p.m.
We. 08.02.2012 from 8:00 a.m. – 6:00 p.m.
Thur.+ Fri. 09.+10.02. from 9:00 a.m. – 6:00 p.m.

Ms. Lehmann and her team will gladly assist you.

Exhibitor Service Center – Technical Services/Installations & Communications Equipment

Service Center Halle 7, Level 2

Tel. +49 (0)30 3038-1462, 1400, 1461

Service hours: Sun. 05.02.2012 from 9:00 a.m. – 6:00 p.m.
Mon. 06.02.2012 from 9:00 a.m. – 6:00 p.m.
Tue. 07.02.2012 from 8:00 a.m. – 8:00 p.m.
Wed. 08.02.2012 from 8:00 a.m. – 6:00 p.m.
Thur.+ Fri. 09.+10.02. from 9:00 a.m. – 6:00 p.m.

Ms. Brabant and her team will gladly assist you.

First Aid

The telephone number for medical emergencies is +49 (0)30 3038-2222. First aid stations are located in the following exhibition halls: 2.1, 3.2, 4.2, Entrance hall 2, passageway between Halls 20/21.

Food Services for Stand Construction Crews

during construction:

Passageway between Halls 3.2/4.2: Bistro Curry 22

Passageway between Halls 21/22: Snack Bar

Passageway between Halls 10.2/11.2: Großer Stern Bistro

Passageway between Halls 1.1/2.1: Pizzeria

Opening hours:

Sat. 04.02 / Sun. 05.02.2012 11:00 a.m. – 6:00 p.m.

Mon. 06.02. / Tue. 07.02.2012 09:00 a.m. – 7:00 p.m.

Hall 7.3 – Messe Berlin Cafeteria Casino

open Monday to Friday from 08:30 – 11:30 a.m. and from 1:00 – 3:00 p.m.

Food Services for Stand Construction Crews

during dismantling:

Passageway between Halls 3.2 and 4.2: Bistro Curry 22

Passageway between Halls 21/22: Snack Bar

Passageway between Halls 10.2 and 11.2: Großer Stern Bistro

Opening hours: Sat. 11.02.2012, from 09:00 a.m. – 5:00 p.m.

Food Services during the Trade Fair

Please visit the **FRUIT LOGISTICA Restaurants** in **Hall 5.1, hall 26 and in the Palais am Funkturm**. Telephone for reservation: +49 (0)30 3038-3950, Mrs. Westermann.

The **Funkturm Restaurant/Radio Tower Restaurant**, Tel. +49 (0)30 3038-2996, is also available for you and your guests.

FRESHCONEX

The International Trade Fair for Fresh Produce Convenience, will be staged in Hall 7.2 b and 7.2 c with direct access via Entrance Hall 7.

Hall Inspectors

The following hall inspectors are available to answer your questions:

Halls 1.1, 1.2, 2.1, 2.2: Tel. +49 (0)30 3038-1342, Mr. Schelz

Halls 3.1, 3.2, 4.1, 4.2: Tel. +49 (0)30 3038-1341, Mr. Bönn

Halls 5.2, 6.1, 6.2: Tel. +49 (0)30 3038-1340, Mr. Oßmann

Halls 8.2, 10.2: Tel. +49 (0)30 3038-1345, Mr. Kurth

Hall 11.2: Tel. +49 (0)30 3038-1346, Mr. Kollersberger

Halls 18, 20: Tel. +49 (0)30 3038-1347, Mr. Schulte

Halls 21, 22, 23: Tel. +49 (0)30 3038-1348, Mr. Schulz

Hall 25, 26: Tel. +49 (0)30 3038-1349, Mr. Goldau

Noise Levels

The volume level for product presentations must be kept to a minimum to ensure that exhibitors at adjacent stands are not disturbed. To ensure that FRUIT LOGISTICA exhibitors can hold business discussions without being disturbed, presentations at the stand (music, shows, panel discussions, etc.) are only permitted after 5:30 p.m. Events taking place at the stand (receptions, etc.) must be authorised in advance. This also applies to events taking place outside the normal operating hours, see form "Shows and Events" at www.fruitlogistica.com >Exhibitor Service >Exhibitor Service Manual.

Parking Vouchers/Permanent Ticket Company Representative

Pre-ordered parking vouchers can be collected from the Service Center in Hall 7, foyer. You may also purchase parking vouchers here (subject to availability). Exhibitor passes can also be purchased here or from 07.02.2012 at 12:00 noon from the ticket counters located at the Entrance North and Entrance South.

Press Centre

The Press Centre is located in Hall 6.3.

Shuttle Bus Service (Airport – Exhibition Grounds – Airport)

From 07.-10.02.2012 a free shuttle bus service will be provided at 30-minute intervals daily from 8:00 a.m. to 7:00 p.m.. Buses depart from the main terminal/bus terminal at **Tegel Airport** and **Schönefeld Airport** and travel to Entrance North and Entrance South at the exhibition grounds.

Shuttle Bus Service - Hotel

FRUIT LOGISTICA offers free Hotel Bus Shuttle services to and from hotels located in the western city centre. For details, please check the timetable on our website: www.fruitlogistica.com > Hotel & Travel > Shuttle Services.

Shuttle Bus Service on the exhibition grounds

For added convenience, a free shuttle bus service is provided on the exhibition grounds for the duration of the trade fair. The routes are marked on the sitemap.

Shuttle Bus to the 31th Fresh Produce Forum on 07.02.2012

Departs from Entrance South to ICC Berlin: 2:30, 2:45, 3:00 p.m.
The event starts at 3:30 p.m. in ICC Berlin, Saal 15.2

Shuttle Bus to the Opening Reception on 07.02.2012

Departs from Entrance South to ICC Berlin: 6:15, 6:30, 6:45, 7:00 p.m.
The event starts at 7:00 p.m. in ICC Berlin, Main Lobby

Security – Preventing Theft

It is important to protect your exhibit items and personal property at the exhibition stand. We provide lockers for hire with four **lockable compartments** (www.fruitlogistica.com > Exhibitor Service > Exhibitor Service Manual > furniture for hire, page 3, order no. 50402). Other useful security items, including cable locks for notebook computers and padlocks, can be purchased at the Messe Shop (Hall 6.2). We advise you to arrange insurance cover for your exhibits. Request information from your insurance company or fill in the application for exhibit insurance. If any exhibits appear to have been stolen this should be reported immediately to the relevant police office. Filing of complaints, police station at Service Center, hall 7, 1st floor, tel. +49 (0)30/4664-200760. Any damaged or lost items should be reported immediately to the relevant insurers.

Taxi Service

Taxis are available at the Entrance North and Entrance South. You can also order a cab by calling one of the following numbers:

Funk Taxi Berlin	+ 49 (0)30/261026
Taxi-Ruf City-Funk	+ 49 (0)30/443322
Würfelfunk	+ 49 (0)30/210101

Ticket/Registration Counters

The ticket/registration counters located at the Entrance North and Entrance South are open from 07.02.2012 at 12:00 noon.

Trade Fair Management

Trade fair management representatives will be present in Hall 6.3 from 03.02.2012.
Tel. +49 (0)30 3038-2044, -2336, -2363, -2048.

Messe Shop/Sundries

Hall 6.2 (across from Marshallhaus), Tel/Fax: +49 (0)30 3038-5738
Opening hours: 04.02.-10.02.2012 from 9.00 a.m. – 6.00 p.m.

Traffic Information Guide

For arrival and departure at the exhibition grounds, please follow the instructions in the enclosed Traffic Information Guide. A refundable **deposit of EUR 100.00** will be charged for vehicles entering the exhibition site.

On the www.fruitlogistica.com website you will find the Traffic Guide along with a list of the most important contacts and phone numbers and all of the required order forms.

Vouchers for Clients

Please use the possibility to order digital vouchers for clients at www.fruitlogistica.com>Exhibitor Service>Exhibitor Service Manual>List of order forms. Please be sure to inform your customers that they have the possibility to redeem their voucher(s) on the internet and print out their FRUIT LOGISTICA-Ticket(s) by themselves.

We wish you success in your trade fair planning!

Your FRUIT LOGISTICA Team