

Dear Mr. Salazar,

We look forward to welcoming you soon to our summer edition of Nordstil 2024 in Hamburg. To make your preparations for your trade fair appearance easier, you find the most important information about services and timelines below:

• Services and deadlines at a glance

Please keep in mind the deadlines that may apply for ordering specific services in our <u>Shop for</u> <u>Exhibitor Services</u>. To ensure that everything runs smoothly, we recommend booking the services of the Hamburg service partners well in advance of the event. For some services, an express surcharge of 20 percent applies after the deadline.

• Ticket services for exhibitors

You can now create and manage your own set-up and dismantling tickets as well as exhibitor tickets via <u>Ticket Services for Exhibitors</u>. If you have any questions about the ticket service for exhibitors, feel free to contact our colleagues at <u>etickets@messefrankfurt.com</u> or by phone +49 69 7575 5151 – they will be happy to help.

Would you like to invite your customers? You can download a simple instruction on how to convert a voucher code into a valid ticket <u>here</u>. You can also pass this link on to your customers together with the vouchers.

• Friendly Reminder: Your stand rental invoice

We kindly ask you to pay the stand rental invoice in good time before the start of the fair.

• Stand construction: Deadlines for buildings requiring approval

To ensure that your stand construction can be implemented smoothly and without delays, please submit your stand construction plans for structures requiring approval by 28 June. Kindly refer to the <u>technical regulations</u>, where you will find all relevant information for your stand planning. Special uses and features on the stand areas such as vehicles, containers, stand canopies, platforms etc. must be registered in advance. The same applies for candles and tea lights. Please submit all stand use and construction plans in advance to Messetechnik at Hamburg Messe to <u>ops@hamburg-messe.de</u> or call +49 40 3569-2528.

• Top Fair magazine

Kindly remember to check and update all your exhibitor information for the Top Fair magazine via the <u>Media Package Manager</u> until 7 June. We will also be happy to send you and your customers a free copy in advance by post. Simply <u>register</u> yourself and your customers for the mailing until 11 July 2024.

• Important information on waste disposal

You can book waste disposal in the <u>Shop for Exhibitor Services</u> for a fee or you can take care of it yourself. All information on waste disposal can be found <u>here</u>.

Catering offers

The restaurant Harbour Light at the "Central Entrance UF", is available to you and your stand builders during the set-up period. Please remember to bring your own water bottles. You can refill them for free during the event at the water dispensers provided. You may find an overview of the restaurants open during the trade fair in our Food Map.

• Childcare during the trade fair

We offer you a comprehensive childcare programme at our KidsClub for all children between the ages of three and twelve. Saturday + Sunday: 9 am - 6 pm / Monday: 9 am - 5 pm. Please submit your child's name, age and the preferred care days to <u>nordstil@messefrankfurt.com</u> in advance, as the number of places available is limited.

• Our tip: Experience Hamburg - even outside the exhibition halls

Come as a guest – leave as a friend! That is the motto of Hamburg Greeter. The tour provider organizes personal tours for anyone who wants to know what the real life in Hamburg feels like. Further information and contact details for inquiries can be found <u>here</u>.

We wish you a smooth preparation of your trade fair appearance,

with best regards

Your Nordstil-Team

Jeanette Schmitt, Consumer Goods Fairs Shared Expertise Messe Frankfurt Exhibition GmbH, Ludwig-Erhard-Anlage 1, 60327 Frankfurt am Main veranstaltungsorganisation-ebu11@messefrankfurt.com www.messefrankfurt.com