

## Stand Building Information

### Individual Stand Building only!

#### BUILD-UP

Saturday, March 10 – 7am - 9pm

Sunday, March 11 – 7am - 9pm

Monday, March 12 – 7am - 11pm

If an extended build-up time (e.g. overnight) is needed please contact Jens-C. Chittka at [jens@filtech.de](mailto:jens@filtech.de).

**Early Build-Up on Friday March 9, 2018 is not possible.**

**MAX HEIGHT FOR STAND CONSTRUCTION: 4,5 m**

#### DISMANTLING

Thursday, March 15 – 5pm – 11pm

Friday, March 16 – 8am – 11pm

It is forbidden to clear the stand partly or completely before the end of the exhibition at 5:00 pm. This applies to personnel, products, decoration and stand construction. In the event of contravention, the organizer will charge the exhibitor concerned a fine of EUR 800 for failing to comply with regulations/provisions and reserves the right not to admit the exhibitor to the next exhibition. Any equipment left in the hall on Friday, March 16, 2018 after 11:00 pm will be disposed of and invoiced to the exhibitor.

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### **NEW – NEW - NEW - NEW**

### **BUILD-UP & DISMANTLING PASSES REQUIRED**

**All stand builders require a personalized build-up pass to enter the KoelnMesse exhibition ground!**

Build-Up & Dismantling Passes must be worn all time at the KoelnMesse fair ground and will be controlled at the gates and in the hall.

Build-up/dismantling passes can be downloaded in the Exhibitor Service Area by the Exhibitor:  
<http://www.filtech.de/exhibition/exhibitor-login>

**Persons without a built-up pass have no access to the fair ground.**

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### **EXHIBITOR MOVE-IN**

Exhibits/stand decoration items can be delivered from Monday March 12, 2018 from 7am to 7 pm. If a forwarding company delivers exhibits/items make sure the stand is manned at the delivery time scheduled as a signature will be needed. The organizer cannot accept any deliveries on behalf of exhibitors. If you are not able to avoid advanced delivery please contact the official forwarding company Cretschmar.

**FILTECH**

March 13 – 15, 2018  
Cologne – Germany

The Filtration Event

[www.Filtech.de](http://www.Filtech.de)

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### FORWARDING

Cretschmar MesseCargo GmbH (Germany) is the sole appointed on-site haulage-, lifting-, storage- and customs-clearance-agent for FILTECH 2018.

Cretschmar MesseCargo GmbH  
Contact Person: Ms. Ute Wiezorrek  
Nürnberger Straße 52 - 40599 Düsseldorf - Germany  
Phone: +49 (0)211 7401-1279  
[ute.wiezorrek@cretschmar.de](mailto:ute.wiezorrek@cretschmar.de)

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### DELIVERY

All truck deliveries must be pre-parked at P22 and will be let in on call

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### ADDITIONAL EQUIPMENT & TECHNICAL SERVICES

For all technical orders – such as electricity, water, suspensions, etc. – please contact your client for the Log-In data for the Exhibitor Online Portal of KoelnMesse <https://www.filtech.exhibitorservices.de/>

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### HALL PLAN

The hall plan with all necessary information for stand builders is available in the exhibitor service area.  
<http://www.filtech.de/exhibition/exhibitor-login>

For any questions concerning the above, contact Jens-C. Chittka: [jens@filtech.de](mailto:jens@filtech.de) / +49 (0)2132 935760