

ORTHOPÄDIE SCHUH TECHNIK

International Trade Fair and Congress

20 – 21 October 2023 | Koelnmesse, hall 4.2

Registration forms

2023

BRIEF PROFILE

International leading trade fair for pedorthics

The ORTHOPÄDIE SCHUH TECHNIK is the only trade fair in the world especially for the pedorthic industry. The industry's manufacturers, wholesalers and service providers can find here the ideal platform to present their range of services from the area of pedorthic appliances. The two-day international congress with more than 70 technical lectures and seminars offers the complete overview of pedorthics and provides decisive stimuli for the further development of the trade and the linkage to neighbouring work areas. This way the ORTHOPÄDIE SCHUH TECHNIK has turned into the most important meeting point of the industry!

Target groups: All important industries from the health trade profession pedorthics, medical supply trade, sports scientists, therapists, association representatives, manufacturers, dealers and educational institutions.

170

Exhibitors from
18 countries

5.000

Trade visitors from
more than 40 countries

9.000

M² exhibition space

70

Technical
lectures and
seminars

66

Speakers and
key speakers

ORGANIZER

C. Maurer Fachmedien GmbH & Co. KG
Schubartstraße 21
73312 Geislingen/Steige

Tel. +49 (0)7331 30708-0
www.maurer-fachmedien.de
www.osttechnik.de

c.maurer
FACHMEDIEN



Registration forms for the ORTHOPÄDIE SCHUH TECHNIK 20-21 OCTOBER 2023, Cologne, Hall 4.2.

Table of Content

1.	Registration main exhibitors	p. 3
2.	Stand areas	p. 4
2.1.	Regular, free construction	p. 4
2.2.	Earlier fee-based construction	p. 4
3.	Registration co-exhibitors	p. 5
3.1.	Registration suppliers of education and further education	p. 6
3.2.	Stand areas for suppliers of further education	p. 6
4.	Media package – print and online main exhibitors	p. 7
4.1.	Basic entry	p. 7
4.2.	Premium entry	p. 7
4a	Media package – print and online co-exhibitors	p. 8
4.1.	Basic entry	p. 8
4.2.	Premium entry	p. 8
4.3.	Further material groups	p. 9
4.4.	Material groups overview	p. 9
4.5.	Presence in trade fair catalogue and in the Web main exhibitors	p. 10
4.5a	Presence in trade fair catalogue and in the Web co-exhibitors	p. 11
5.	Technical lecture in forum	p. 12
6.	Sponsoring /trade fair partners	p. 13
7.	Special advertisement during trade fair	p. 13
8.	Ordering of ad material	p. 14
9.	Koelnmesse	p. 15
9.1.	Stand construction	p. 15
9.2.	Stand construction regulations	p. 15
9.3.	Technical guidelines	p. 15
10.	System stands	p. 16
10.1.	System stands “Basic”	p. 16
10.2.	System stands “Premium”	p. 17
11.	Services	p. 18
11.1.	Construction and opening hours	p. 18
11.2.	Hotel booking	p. 18
11.3.	Car park tickets and construction passes	p. 18
11.4.	Congress, seminars, forum	p. 18
11.5.	Day of the apprentice	p. 18
12.	Contact data	p. 19
13.	Terms	p. 20

Your contact for consulting on stand area:

Verlagsbüro Sibylle Lutz

Telefon: +49 (0) 511 35 31 98 30, e-mail: Sibylle.Lutz@Verlagsbuero-Lutz.de

Please send your complete registration per email to:

C. Maurer Fachmedien, Gabriele Meyer-Dahms, e-mail: anzeigen@maurer-fachmedien.de

You will find further contact data on p. 19.

All documents can also be downloaded at www.OST-Messe.de/ausstellerunterlagen

Registration forms for ORTHOPÄDIE SCHUH TECHNIK 20-21 October 2023, Cologne

Deadline: 15 June 2023

1. Registration for main exhibitors

You can find the registration for co-exhibitors on p. 5

	Company (required fields)	Recipient of invoice (if different)
Compl. name of company	_____	_____
Street, street number	_____	_____
Postal code, city	_____	_____
Country	_____	_____
Telephone	_____	_____
E-mail	_____	_____
Website	_____	_____
VAT-ID no.	_____	_____
Managing Director	_____	_____

Contact person for the ORTHOPÄDIE SCHUH TECHNIK

Contact	_____
E-mail	_____
Telephone	_____
Mobile	_____

Data privacy statement:

The personal data you provide for your registration are conducive to the contractual processing of your order or registration. They are collected, stored, processed and if need be, passed on to third parties, that are assigned to handle the event (Verlagsbüro Lutz, RAW 'n' Restless, Koelnmesse GmbH). The data processing at the event organizer as well as at the assigned third-party companies is subject to the DSGVO (General Data Protection Regulation), the passing on is contractually regulated.

An objection is possible at any time, unless the order processing is thus made impossible or other rules apply due to legal regulations.

You can find further information on the data processing of the event organizer at www.ost-messe.de/Datenschutzerklärung.

By signing this registration you bindingly accept the conditions of participation (terms) of ORTHOPÄDIE SCHUH TECHNIK, the house rule of Koelnmesse GmbH as well as the additions stipulated in the technical guidelines.

Place, date

Legally binding signature and company stamp of exhibitor

2. Stand area in hall 4.2

Company (please enter) _____

We book the following stand area:

Area	_____ m ²		
Standard	width x depth	price per m ²	min. size
Row stand	___ x ___	€ 159,-	9 m ²
Corner stand	___ x ___	€ 168,-	30 m ²
Peninsula stand	___ x ___	€ 173,-	40 m ²
Island stand	___ x ___	€ 178,-	80 m ²



All prices quoted here are net prices plus VAT.

The prices are exclusively for the stand area rent, plus 5.40 €/m² energy flat rate and VAT. Included in the energy flat rate is the water and electricity consumption for three-phase and alternating current.

The power connection for alternating current until 3 KW, 230V is mandatory. You can order this and all further services in the online-service-portal of Koelnmesse from June 2023.

A basis media package – print and online is included.

You will find information on system stands from page 15.



2.1. Regular, free stand construction

Wednesday, 18 and Thursday, 19 October 2023

2.2. Early, fee-based construction

We order the early construction for Tuesday, 17 October 2023, price upon request.

Place, date

Legally binding signature and company stamp of exhibitor

3. Registration for Co-exhibitors

Deadline: 15 June 2023

Definition of co-exhibitor: Co-exhibitors are companies co-using the stand area of a main exhibitor with their own products and own staff or contractors for which the main exhibitor distinctly advertises. Consolidated companies and subsidiaries are considered co-exhibitors. The main exhibitor is charged with the fee for the co-exhibitors.

Flat rate per co- exhibitor € 600 plus VAT.

1 exhibitor pass per co-exhibitor is included in the price.

The basic entry in the index of exhibitors/trade fair catalogue, print and online, is included in the co-exhibitor flat rate, but it has to be registered separately with form 4.1.

Upgrades like the premium entry, the advertorial and others can be booked with the subsequent order forms 4.2 to 4.5.

Company co-exhibitor (Compulsory data)

Complete name of company _____
 Street, street number _____
 Postal code, city _____
 Country _____
 Telephone _____
 E-mail _____
 Website _____
 VAT-ID no. _____
 Managing Director _____

Contact person for the OST trade fair

Contact _____
 Telephone _____
 E-mail _____

Mobile at trade fair _____

Main exhibitor (Compulsory data)

Company _____
 Street+Number _____
 Postal code, city _____
 Country _____

Data privacy statement:

The personal data you provide for your registration are conducive to the contractual processing of your order or registration. They are collected, stored, processed and if need be, passed on to third parties, that are assigned to handle the event (Verlagsbüro Lutz, RAW 'n' Restless, Koelnmesse GmbH). The data processing at the event organizer as well as at the assigned third-party companies is subject to the DSGVO (General Data Protection Regulation), the passing on is contractually regulated.

An objection is possible at any time, unless the order processing is thus made impossible or other rules apply due to legal regulations.

You can find further information on the data processing of the event organizer at www.OST-Messe.de/Datenschutzerklärung

By signing this registration you bindingly accept the conditions of participation (terms) of ORTHOPÄDIE SCHUH TECHNIK, the house rules of Koelnmesse GmbH as well as the additions stipulated in the technical guidelines.

Place, date

Legally binding signature and company stamp of exhibitor

3.1. Registration for suppliers of education and further education

	Organization/School/Assoc. (required fields)	Recipient of invoice (if different)
Compl. name of company	_____	_____
Street, street number	_____	_____
Postal code, city	_____	_____
Country	_____	_____
Telephone	_____	_____
E-mail	_____	_____
Website	_____	_____
VAT-ID no.	_____	_____
Managing Director	_____	_____

Contact person for the ORTHOPÄDIE SCHUH TECHNIK

Contact _____

E-mail _____

Telephone _____

Mobile _____

3.2. Stand areas for suppliers of education and further education

Company (please enter) _____

We order the following complete package
(only valid for selected suppliers from the education and further education area. The organizer reserves a rejection of the registration without giving reasons for doing so).

Variante 1

Size: 3 x 3 meters special price: € 1200,-
Stand construction: Floor, walls, lighting, logo, electrical connection,
2 bar stools, bar table, brochure display stand

Variante 2

Size: 3 x 4 meters special price: € 1450,-
Stand construction: as in version 1
All prices plus VAT.

In case of booking, **a lecture in the forum** on 20 October 2023 (Day of the apprentice) is compulsory. You can find further information on this on page 12 – please absolutely fill in!

The special offer stands for suppliers of education and further education are positioned at the campus area at the forum.

A desired **premium entry in the trade fair catalogue** as well as advertising material and ads have to be booked separately.

4. Media package - print and online main exhibitors

Closing date: 31 July 2023

Alphabetic sorting in the index of exhibitors under letter: _____

Co-exhibitors: please book separately on page 8.

Company (Please enter) _____



4.1. Basic entry in trade fair catalogue

Basic entry (without logo, contact data and linkage to www.OST-Messe.de)

The basic entry in the alphabetic index of exhibitors, print and online, is included in the registration fee.

For the entry in the material group index please book the premium entry.

Basic Address entry (the way it is to be found in the catalogue/index)

Complete company name _____

Street, street number _____

Postal Code, city _____

Country _____

Alphabetic sorting in the index of exhibitors under letter: _____

4.2. Premium entry in trade fair catalogue

You would like to stand out and present the wide range of your products? Then the premium entry is just the thing for you! Here you can present your various brands and products in the respective product groups.

We book the premium entry for € 210,- plus VAT.

Please send your logo in 4c, as PDF, TIF- or EPS-file, resolution 300 dpi at final size, within 14 days upon your registration to anzeigen@maurer-fachmedien.de.



The premium entry includes:

Trade fair catalogue print:

- Complete company address with logo and contact data
- Up to 5 entries in the material group index

Trade fair website online:

- Complete company address with all contact data
- Inc. company logo
- Linking to your website

Premium entry (the way it is to be found in the catalogue/index):

Company 1 _____

Company 2 _____

Street, street number _____

Postal Code, city _____

Country _____

Telephone _____

E-mail _____

Website _____

Place, date

Legally binding signature and company stamp of exhibitor

4a Media package – print and online co-exhibitors

Closing date: 31 July 2023

Alphabetic sorting in the index of exhibitors under letter: _____

Company (Please enter) _____



4.1. Basic entry in trade fair catalogue

Basic entry (without logo, contact data and linkage to www.OST-Messe.de)

The basic entry in the alphabetic index of exhibitors, print and online, is included in the registration fee.

For the entry in the material group index please book the premium entry.

Basic Address entry (the way it is to be found in the catalogue/index)

Complete company name _____

Street, street number _____

Postal Code, city _____

Country _____

Alphabetic sorting in the index of exhibitors under letter: _____

4.2. Premium entry in trade fair catalogue

You would like to stand out and present the wide range of your products? Then the premium entry is just the thing for you! Here you can present your various brands and products in the respective product groups.

We book the premium entry for € 210,- plus VAT.

Please send your logo in 4c, as PDF, TIF- or EPS-file, resolution 300 dpi at final size, within 14 days upon your registration to nanzeigen@maurer-fachmedien.de.



The premium entry includes:

Trade fair catalogue print:

- Complete company address with logo and contact data
- Up to 5 entries in the material group index

Trade fair website online:

- Complete company address with all contact data
- Inc. company logo
- Linking to your website.

Premium entry (the way it is to be found in the catalogue/index):

Company 1 _____

Company 2 _____

Street, street number _____

Postal Code, city _____

Country _____

Telephone _____

E-mail _____

Website _____

Place, date

Legally binding signature and company stamp of exhibitor

4.3. Additional material group entries

Bookable only together with the premium entry.

- We book additional material groups
For 5 additional material group entries € 40 plus VAT each.

4.4. Material group overview in trade fair catalogue

Company (please enter) _____

Bookings only possible in connection with premium entry in index of exhibitors!

There are 5 material groups included in the premium entry.

Subcategories are in alphabetic order, please tick off.

Materials, raw -and auxiliary material

- Plaster
- Wood
- Adhesives
- Plastics
- Leather
- Cushionings
- Compound materials
- Other

Orthotics

- Orthotic material/elements
- Orthotic blanks
- Orthotic system
- Sensomotoric/neurological orthotics
- Sports orthotics
- Other

Foot rests

- Foot rests (merchandise)

Equipment/furniture workshop

- CAD/CAM-measuring and drawing systems
- Used machines/devices
- Machines and devices
- Machine attachments
- Workshop construction and furniture
- Other

Equipment/furniture/shop and office

- Store equipment
- Store design
- Software/IT- systems
- Other

IT

- Accounting software
- Hardware
- Software
- Merchandise management system
- Other

Shoes

- Functional shoes
- Comfort shoes
- Safety shoes
- Sports shoes
- Therapy shoes
- Other

Orthopedic custom-made shoes

- Bottom parts
- Lasts
- Bootlegs
- Accessories
- Other

Chiropody/Podiatry

- Desinfection, sterilisation and cleaning
- Care products
- Practice/cabin equipment
- Other

Orthotics and bandages

- Foot/toe orthotics
- Hallux-Valgus-bandages
- Knee bandages
- Knee orthotics
- Ankle joint bandages
- Other bandages
- Ankle joint orthotics
- Other orthotics

Compression treatment

- Compression stockings
- Care products for compressions
- Support and prophylaxis stockings
- Other

Measuring methods

- Motion analysis
- Pressure distribution measurement
- Foot scanner
- Treadmills
- Back scanner
- Other

Associations and organisations

- Trade associations
- Purchasing associations
- Leather dealers
- Shoe purchasing associations
- Others

Service providers

- Accounting service provider
- Service provider Internet
- Quality management/ certification
- Management consultancy
- Insurances
- Other

Education and further education

- Schools / specialized schools
- Universities/universities for applied sciences
- Other

Medical supplies

- Walking and mobility aids
- Clothing
- Socks
- Therapy and massage
- Thermal clothing products
- Other

Media

- Bookshop
- Publishing houses
- Other

*The terms of
ORTHOPÄDIE SCHUH TECHNIK apply.*

Place, date

Legally binding signature and company stamp of exhibitor

4.5a Presence in the trade fair catalogue and in the Web co-exhibitors

Your advertorial or your ad in the trade fair catalogue and at www.ost-messe.de increases the awareness of trade fair visitors. Use the advertorial for the announcement of your trade fair novelties and activities.

Company _____
 Contact _____
 Telephone _____
 E-mail _____

We book

- Advertorial 1/1 page, 4c, € 1,165 (max. 800 signs, 2 pictures, 1 logo)
- Ad
 - 1/1 page, 4c, in bleed 111 x 216 mm, €1,235
 - 1/2 page 4c, in bleed 111 x 111 mm, €720
 - 1/1 page, 4c, in type area 85 x 186 mm, €1,235
 - 1/2 page horizontal, 4c, in type area 85 x 90 mm, €720

All prices plus VAT, agency commission cannot be deducted.

- We are interested in ad specials like inserts, bookmarks etc. Please contact us.

Media data:

Date of publication: October 2023
 Circulation: 10,000 copies
 Format: 115 x 210 mm (width x height)
 Print: Offset, Euroskala, screen 60
 Ad format: 111 x 216 mm (incl. bleed every 3mm)
 Distribution print: As supplement in the journals "Orthopädieschuhtechnik" and "MTD" and directly at the trade fair.
 Distribution Web: www.OST-Messe.de
 Preferred placements: Upon request
 Closing date: 31 July 2023
 Printing date: 15 August 2023
 Responsible: Verlagsbüro Lutz
 Sibylle Lutz
 Telephone: +49 (0) 5 11 / 35 31 98 30
 E-mail: Sibylle.Lutz@Verlagsbuero-Lutz.de
 Data supply to: C. Maurer Fachmedien GmbH & Co. KG
 Gabriele Meyer-Dahms
 E-mail: anzeigen@maurer-fachmedien.de

Place, date Legally binding signature and company stamp of exhibitor

5. Technical lecture in the forum

You offer innovative products, technologies or concepts in need of explanation and would like to present them in a live presentation?

Then book a technical lecture at the forum within trade fair hall 4.2.

The forum area is freely accessible to visitors. On both trade fair days lectures will be offered continuously.

We book

a technical lecture/product presentation – 25 minutes – at the forum area at a price of € 420 plus VAT

Speaker _____

(Mister/Ms, title, first name, last name)

Title of lecture _____

Brief description of content of lecture:

Company _____

Contact _____

Mobile phone of speaker _____

E-mail _____

Desired date

We would like to book a lecture on:

Friday, 20.10.2023

Saturday, 21.10.2023

on both days

on any day

You will get detailed information on the technical conditions of the forum area and on your lecture schedule 4 weeks prior to the beginning of the event by E-mail.

Deadline: 31 July 2023

Cancelling deadline: If technical lectures are cancelled after 31 July 2023, the full fee in the amount of € 420 plus VAT is due.

Place, date

Legally binding signature and company stamp of exhibitor

6. Sponsoring / Trade fair partners

Use our intensive media services as a trade fair partner

Become a sponsor of the trade fair! Benefit from a high medial range, a preferred stand placement and many more advantages that significantly increase the perception of your company already in advance and during the trade fair ORTHOPÄDIE SCHUH TECHNIK.

We provide different packages for you, adjusted individually to the needs and orientation of your company. Are you interested? In that case please contact Sibylle Lutz.

7. Special advertising during the trade fair

You can specifically attract the visitors' attention at the trade fair to your presence and to trade fair actions with our ad specials. We offer a wide range of ad options:

- Flags in the outdoor area
- Posters and banners in the entrance area
- Footsteps
- Floor graphics
- Indoor advertising in the washrooms
- Lamination of stairs
- Banners on columns
- Display of advertising material
- Walking acts

... and many more.

We are happy to advise you in a detailed way on your individual ad specials!

Your contact: Verlagsbüro Lutz
 Sibylle Lutz
 Telephone: +49 (0) 5 11 / 35 31 98 30
 E-mail: Sibylle.Lutz@Verlagsbuero-Lutz.de

We are interested in the ad specials. Please contact us.

Company _____
Contact _____
Phone _____
E-mail _____

8. Ordering of Advertising Media

(Deadline: 31 August 2023)

Company (please enter) _____

Stickers for letters

These should be used for all of your business mail!

Up to 300 units free of charge, € 2,50 plus VAT for each additional 100 units

We order _____ stickers.

Invitation flyers "Wir sind dabei" ("We'll join in")

DIN long, two-sided, no company print, free of charge.

From an order volume of 10.000 flyers the logo can be placed in a button on the front page.

We order _____ invitation flyers.

Congress- and seminar program

DIN long, no company print, free of charge.

We order _____ congress programs.

Ticket Vouchers

Invite your customers to the trade fair – with a ticket voucher!

Your customers receive a voucher for one day of trade fair and you only pay the actually cashed in vouchers.

In the shop several vouchers can be cashed in for several trade fair tickets.

Spontaneous customers can still cash in their ticket vouchers at the cash register.

Prices

Until 14 cashed in vouchers: €8.90 plus VAT per each cashed in voucher,

15 until 49 vouchers only €7.90 plus VAT and

from 50 vouchers only €6.90 plus VAT.

We order _____ ticket vouchers.

Place, date

Legally binding signature and company stamp of exhibitor

Ansprechpartnerin: C. Maurer Fachmedien GmbH & Co. KG
Janina Ebenhöh
Telephone: +49 (0) 7331 / 30708 - 21
E-mail: ebenhoeh@maurer-fachmedien.de

9. New: Koelnmesse as your direct contact for system stands and services

9.1. Stand construction

You have two different options for your stand construction:

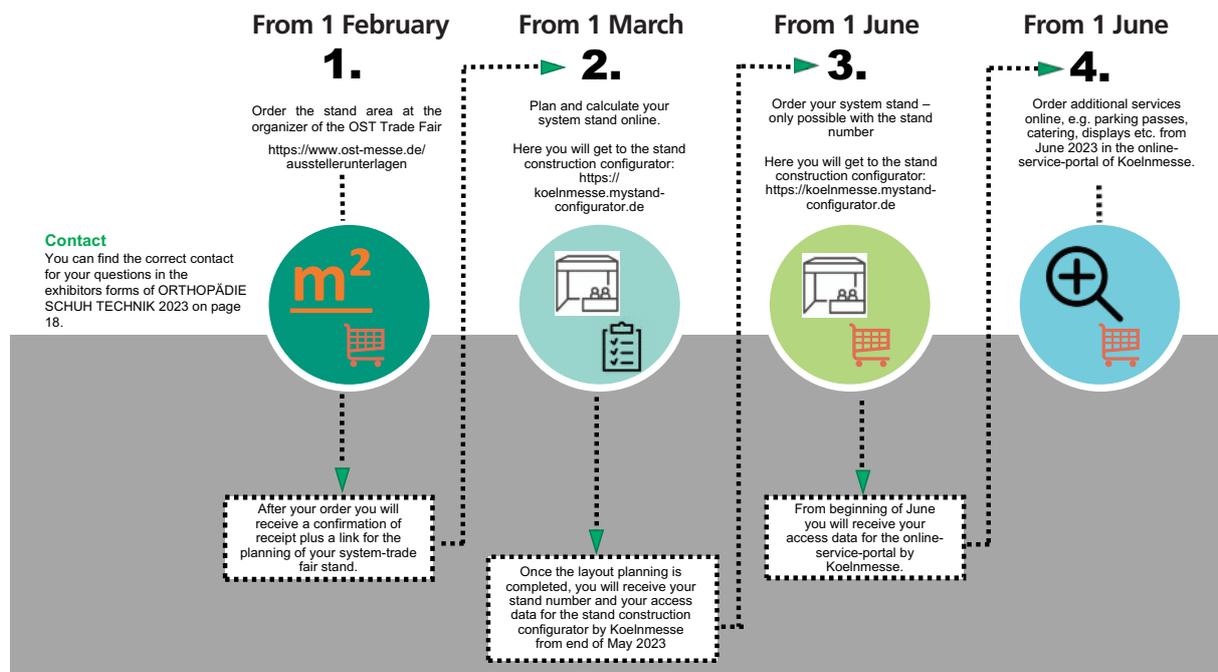
- Your own trade fair stand and stand design
- The **system-stand** construction is managed and invoiced exclusively via Koelnmesse. Please use the stand configurator that you can find here: <https://koelnmesse.mystand-configurator.de/>

Order deadlines Stand constructions can be ordered online from 1 June 2023 until 30 September 2023.

Koelnmesse plans and organizes your trade fair stand and carries out the timely construction and dismantling.

Please order your system stand easily online with the stand configurator of Koelnmesse that you can find here: <https://koelnmesse.mystand-configurator.de>

Note: Stand areas have to be booked separately on Page 3.



9.2. Stand construction regulations

- Walls to the stand neighbours are compulsory for row-, corner and peninsula stands.
- The maximum construction height at the stand edge (until 1 m depth) is 3.50 m.
- Block stands may only be blocked with walls max. 30% at the stand edge.
- It is compulsory for all exhibition stands to have their own flooring which has to be provided by the exhibitors.
- The technical guidelines and the house rules of Koelnmesse are binding.

9.3. Technical guidelines

The technical guidelines contain among others the house rules of Koelnmesse GmbH, the security regulations, technical data and provisions of the trade fair hall, stand construction regulations and the regulations on environmental protection.

They will be available for download at www.ost-messe.de from April 2023

10. System stand in 2 versions

You can only order after the stand has been assigned to you.

10.1. OST-System stand "Basic" for areas from 9 m² – 25 m²

Basic equipment

- Stand construction system Octanorm, alu anodized
- Back- and side walls white, construction height approx. 250 cm
- Flooring Rip in anthracite, blue, green or red, further colours upon request
- Cabin 1 m² with lockable door and wardrobe band
- Ceiling construction: with Octanorm ceiling frames white, approx. 50 cm deep, along-side open hallway sides
- Information counter with added sneeze guard
- Furniture package: One table 70 x 120 cm with white table top and two chairs in white
- Corner stands: dialogue walls on stand corner both sides white (standard), red, blue or green (on both sides the same colour each), width x height: approx. 70 x 300 cm
- Row stands: first wall element at the sides width x height: approx. 50x300 cm, one-sided coloured in white (standard), red, blue or green.
- One spotlight per 3 m² floor space
- One triple socket-outlet
- Incl. daily stand cleaning and waste removal
- Waste paper basket
- Wall element to receive the electrical distribution wxhxd: 100 x 250 x 25 cm
- One faceplate per open hall side with name of exhibitor: faceplate 200 cm x 50 cm



Text for inscription of faceplate:

Max 20 letters, font Helvetica black. Further fonts and colours as well as longer texts are possible at a premium upon consultation..

- Instead of the company name the display of the company logo as digital print is possible at a price of € 114.60 möglich

Price: 175,- €/m²

Click here to book the "Basic" system stand:

<https://koelnmesse.mystand-configurator.de>

10.2. System stand "Premium" for areas from 12 m²

Basic equipment

- One counter with LEC-background lighting, colour can be adapted to stand design
- One graphic panel in the stand front: digital print on fabric, back-lighted. Measures 982 mm x 2,472 mm (printable file provided by exhibitor)
- Construction height approx. 350 cm (wall thickness 40 mm)
- Walls can be equipped with wall decors in white, black, oak light/dark or teak. Also a mix is possible, e.g. faceplate white and back walls in light oak – no extra charge
- Exhibitor's name as long distance effect
- Furniture package: One table 70 x 120 cm with white table top and two white chairs
- Cabin 1 m² with lockable door and wardrobe band
- Flooring Rip in anthracite, blue, green or red – further colours possible upon request
- Walls: support-free design exhibition stand construction system
- One spotlight per 3 m² floor space



- One triple socket-outlet
- Incl. daily stand cleaning and waste removal
- Waste paper basket

Preis: 287,- €/m²

Click here to book the "Basic" system stand:

<https://koelnmesse.mystand-configurator.de>

You can book services conveniently online from 1 June 2023

You can order all services around the trade fair conveniently in the Online Service Tool of Koelnmesse.

Internet, electricity, water, parking permits, suspensions, cleaning, waste removal or surveillance: You can order all services for a successful trade fair appearance in the service shop. Please also note the broad offer of rental furniture, logistics, event technology, plants, stand staff, dishes as well as carpeting and many more! Just select the services you need for your stand via the online service tool of Koelnmesse:

<https://www.ost2023.ausstellerservices.de>

11. Services

11.1. Construction and opening hours

Opening hours	Exhibitors	Visitors
Friday, 20 October 2023	8 a.m. - 7 p.m.	9 a.m. - 6. p.m.
Saturday, 21 October 2023	8 a.m. – midnight	9 a.m. - 5. p.m.
Regular construction:		
Wednesday, 18 October 2023	7 a.m. - midnight	
Thursday, 19 October 2023	7 a.m. - midnight	
Earlier construction		
Tuesday, 17 October 2023	Price upon request From 7 a.m. (the whole night through)	
Dismantling:		
Saturday, 21 October 2023	5 p.m. - midnight.	
Sunday, 22 October 2023	7 a.m. - 6 p.m.	

11.2. Hotelbooking

You will find the hotel portal of the Koelnmesse at www.ost-messe.de. Here you can easily and quickly book your desired hotel. Please also take notice of the details on the **Kulturförderabgabe** of the city of Cologne.

11.3. Parking tickets and construction passes

Parking tickets and construction tickets can be ordered from April 2023 in the online service portal.

Construction passes are needed on all not-trade fair-days. Per person one personalized (!) ID-card. Construction passes are used for security, they are not transferable and free of charge.

All exhibitors will be informed in time per E-mail from April 2023 about this.

Please take notice that nobody has access to the premises of Koelnmesse without a construction pass.

Please also do not forget your trade fair construction workers!

11.4. Congress, Seminars, Forum

Tickets for the congress and the seminars have to be purchased separately. This is possible from May 2023. It is not possible to credit them with ticket vouchers. The lectures in the forum within the trade fair hall are freely accessible. The congress and seminar program are online at www.OST-Messe.de from June 2023.

11.5 Day of the Apprentice

Friday, 20 October 2023, is the Day of the apprentice! A commitment to the industry's future

Aims of the day of the apprentice

- Encourage apprentices to visit the "Orthopädie Schuh Technik"
- Complement the education of schools and companies with technical lectures
- Present different (further) educational paths with the "Campus exhibitor"
- Enable personal contacts with the industry's key players to the juniors
- Promote the exchange of ideas of the apprentices

The day of the apprentice has been a big success in the last years: In 2022 more than 300 apprentices attended the trade fair. The special apprentice seminars were fully booked.

12. Contact Data:

Event organizer

C. Maurer Fachmedien GmbH & Co. KG
Schubartstr. 21, 73312 Geislingen/Steige
Tel.: +49 (0) 7331 / 30708 - 0
E-mail: vertrieb@maurer-fachmedien.de

Project management

C. Maurer Fachmedien GmbH & Co. KG
Christine Russ
Schubartstr. 21
73312 Geislingen/Steige
Tel.: +49 (0) 7331 / 30708 - 26
E-mail: christine.russ@maurer-fachmedien.de

Consulting

Stand areas
Lectures in forum
Campus
Trade fair catalogue
Ad specials
Sponsoring

Verlagsbüro Lutz
Sibylle Lutz
Blumenhagenstraße 11, 30167 Hannover
Tel.: +49 (0) 511 / 35 31 98 30
E-mail: Sibylle.Lutz@Verlagsbuero-Lutz.de

Bookings

Stand areas
Entries in catalogue
Lectures in forum
Ads
Ad specials
Sponsoring

C. Maurer Fachmedien GmbH & Co. KG
Gabriele Meyer-Dahms
Schubartstr. 21, 73312 Geislingen/Steige
Tel.: +49 (0) 7331 / 30708 - 20
E-mail: anzeigen@maurer-fachmedien.de

Consulting

Stand areas
Stand construction
Layout planning
Order confirmations
Invoices

RAW´n´ Restless GmbH
Thomas Weber
Schlingenerstraße 4
86842 Türkheim
Tel.: +49 (0) 8245 / 8245 68 04 98
E-mail: thomas@rnr-events.de

Consulting & Booking System stands

Koelnmesse GmbH
Oliver Karst, Sales Manager Services
Messeplatz 1, 50679 Köln
Tel.: +49 (0) 221 8 21-20 47
Mobile: +49 (0) 176 12 56-28 16
E-mail: o.karst@koelnmesse.de

13. Trade fair and exhibition conditions (Terms)

7. ORTHOPÄDIE SCHUH TECHNIK

International Trade Fair and Congress

20 - 21 October 2023, Cologne

Event

7. ORTHOPÄDIE SCHUH TECHNIK, Internationale Fachmesse und Kongress, 20.– 21. October 2023

Venue

Koelnmesse GmbH, Messeplatz 1, 50679 Köln; Halle 4.2

Event organizer

C. Maurer Fachmedien GmbH & Co. KG,
Schubartstraße 21, 73312 Geislingen/Steige, Germany
(Trade fair/exhibition management)

Opening hours

Visitors:	Friday, 20 October 2023	9 a.m. – 6 p.m.
	Saturday, 21 October 2023	9 a.m. – 5 p.m.
Exhibitors:	Friday, 20 October 2023	8 a.m. – 7 p.m.
	Saturday, 21 October 2023	8 a.m. – midnight.

1. Registration

1.1 The written registration is a legally binding offer to the event organizer. Upon sending the registration form to the event organizer or to Verlagsbüro Lutz, the exhibitor declares his participation in the event.

1.2 The registration is only valid if complete, correct, well legible and signed.

Neither a claim for admission to the trade fair, nor the allocation of a certain stand area can be deduced from the registration.

1.3 The exhibitor acknowledges the exhibitor conditions as binding for himself and for all his staff and commissioners as well as for possible co-exhibitors of this event upon delivery of the registration.

1.4 The exhibitor is obliged to communicate any changes of his contact data immediately to the event organizer. All costs resulting from a delayed or omitted communication of these data are at the expense of the exhibitor. The exhibitor is liable for the results from an inaccurate, incomplete or erroneous completion of the registration papers.

1.5 Deadline is 15 June 2023.

2. Admission

2.1 The event organizer shall decide on the admission of the exhibitors and the individual exhibition objects. The event organizer shall be entitled to limit the registered exhibition objects as well as to change the registered area and the stand variant due to conceptual reasons. The event organizer can reject registrations without stating reasons.

Exclusion of competition must not be demanded nor promised.

2.2 The placement is carried out by the trade fair organizer according to criteria given by the concept and the topic of the trade fair and exhibition, the entry date of the registration not being decisive here. The trade fair/exhibition management can place competitors close to each other, if the concept allows that. The trade fair organizer does not have to communicate that.

2.3 The stand placement shall be communicated in written form, usually at the same time as the admission and announcement of the hall and stand number.

Complaints have to be made within 7 days upon receipt of the stand distribution in writing. Special placement requests that will be considered, if possible, are no condition for the participation.

2.4 Any changes of trade fair areas amongst exhibitors require the prior written consent of the trade fair/exhibition management.

3. Prices

Please refer to the latest registration papers, the technical guidelines and the online service portal for the prices and the applicable fees. The prices and fees listed there are binding. All prices stated there are net prices plus VAT.

4. Terms of payment

4.1 The tenant / exhibitor shall be obliged to transfer the payment of all invoices to the event organizer within 14 days upon receipt of the invoices.

4.2 The collection is carried out by authorized representatives of the event organizer.

4.3 The event organizer is entitled to demand a prepayment for trade fair services.

4.4 If the exhibitor is in default with his payment, every reminder will be charged with an administrative charge of €5. The assertion of further damages remains reserved.

4.5 As of the maturity, interests are due in the amount of 9 percent points p.a. above the valid basis interest rate, if the exhibitor is a trader. With the beginning of the default, default interests have to be paid in the legal amount. The event organizer can rescind the contract in case of the default of the exhibitor and claim damages for non-performance apart from the default damages.

4.6 If the invoice is not settled or not settled completely, the event organizer shall be entitled to refuse the exhibitor the entrance to his stand area at the beginning of the construction.

5. Withdrawal

5.1. The event organizer shall be entitled with respect to the exhibitor to withdraw from the contract if there is an important reason for that. An important reason is especially present if an application for the initiation of insolvency proceedings has been made or if such an application has been denied for lack of sufficient assets. The exhibitor immediately has to inform the event organizer about this.

5.2. Upon receipt of the order confirmation, a cost-free withdrawal of the exhibitor is no longer possible. Costs that possibly incur additionally are charged accordingly. Unaffected by this is the right for termination for cause according to § 543 BGB [German Civil Code]. In this case there is no obligation to pay the rent.

5.3. The event organizer can consent to the wish to be released from the contract if the stand area that will be vacant can be allocated otherwise against payment. In this case the event organizer is entitled to claim a flat reimbursement for the caused costs in the amount of 25% of the participation fee without proof.

However, the exhibitor shall be obliged to pay the amounts in full, if and to the extent to which there is exhibition space that is not rented out during the event within the exhibition area that would have been used by the next tenant, if the exhibitor had participated in the event according to the contract and the subsequent renting is carried out in order to maintain the optical entire picture.

The occupancy of space that will be vacant by a participant that already has been admitted and allocated to the event by way of relocation does not constitute a case of other relinquishment in return for payment of the stand area.

5.4. In case of non-participation of a company that has been admitted as co-exhibitor, the co-exhibitor fee has to be paid in full.

5.5. For services that have been already ordered, the contract terms of the corresponding partner or of Koelnmesse GmbH shall apply.

6. Subleasing, co-exhibitors, permission to use the stand by third parties, sales for third parties

6.1 The exhibitor shall not be entitled to sublease the stand assigned to him completely or partially or to permit the use of the stand, to swap it or to accept orders for other companies without the approval of the trade fair/exhibition management.

6.2 The admission of a co-exhibitor, approved by the trade fair/exhibition management, is not free of charge. In case of an unauthorized subleasing or transfer of the stand to third parties, at least 50% of the rent of the stand plus VAT have to be paid, unless the trade fair/exhibition management requests the sublessee's eviction of the stand.

7. Technical guidelines

7.1 The exhibitors will find technical guidelines, terms and house rules of Koelnmesse GmbH available for download from April 2023 at www.ost-messe.de.

7.2 With the technical guidelines you will receive among others the house rules of Koelnmesse GmbH, fire protection guidelines, safety regulations, technical data and facilities of the trade fair hall, rules on stand construction and environmental protection. The regulations stated there are binding and have to be observed. The exhibitor is liable for the correct implementation.

7.3 Additional services can be ordered from June 2023 in the online service portal, such as system stands, furniture, floorings, electrics, personnel, catering and much more.

8. Advertisement

8.1 Any type of advertisement, especially the distribution of printed advertising material and the targeting of visitors, shall only be permissible inside the stand.

8.2 The operation of speakers, music and photo performances and any type of audiovisual media - also for advertising purposes - by the exhibitor shall require the explicit approval and needs to be registered in time. A sound level of 82dB inside the stand area must not be exceeded. darf nicht überschritten werden.

8.3 Advertisement for third parties (except registered co-exhibitors) is not permitted.

8.4 It is generally admitted to take pictures and make films at the trade fair. However, the event organizer is not liable for the freedom of rights of third parties concerning the copies. Exhibited articles and trade fair stands of other exhibitors may only be photographed or filmed with the consent of the corresponding exhibitor. Exceptions are persons and companies taking pictures and making films for the use by the event organizer for advertising and reviews in print and online.

9. House Rules

The house rules of Koelnmesse GmbH are part of the exhibition conditions.

10. Standaufbau

10.1 An earlier construction is possible from Wednesday, 17 October 2023 from 7 am. There will be an additional charge per exhibitor according to the price list.

The regular construction days are Wednesday, 18 October 2023 from 7 am to midnight and Thursday, 19 October 2023 from 7 am to midnight.

10.2 The predetermined boundary descriptions of the stands may not be surpassed. Name and address of the stand owner have to be recognizable for everybody for the whole period of the event. A corresponding labeling has to be made.

10.3 Every exhibitor is obliged to equip his stand with flooring, back wall and possibly walls.

10.4 The event organizer is entitled to arrange the necessary changes or, if need be, the removal of the stand, in case of violations of the above stated design and equipment regulations at the expense of the exhibitor.

10.5 If the exhibitor does not respect the fixed time for the construction and dismantling, he has to bear the costs that emerged from this for the event organizer and possible third parties.

10.6 Exhibitors have to observe possible guidelines on infection protection during the stand construction. This also contains possible last-minute official guidelines. The exhibitor has to bear possible additional costs.

11. During the trade fair

11.1 Mandatory attendance

The event organizer is entitled to dispose of the stand differently if the construction of the stand has not begun until 10 am on the day prior to the opening (Thursday).

The exhibitor is obliged to occupy the stand during the whole trade fair period and to staff it.

11.2 Products

The exhibitor has to comply with the relevant legislation as amended from time to time (e.g. statute governing restaurants, trade law, hygienic prescriptions, Foodstuffs and Commodities Act, regulation on beverage dispensing systems). If the exhibitor does not comply with his cleaning- and disposal obligation or with the selling or delivery of food and beverages at his stand, not even after a warning, the event organizer shall be entitled to close the stand or the sale outlet.

The rules of the law about technical working materials and consumer products (Equipment and Product Safety Act, as amended from time to time) have to be observed. As proof the following documents have to be held available at the stand by the exhibitor: EC Declaration of Conformity or Manufacturer's Declaration of Conformity according to supplement II of the Machinery Directive as well as the manual according to supplement I no. 1.7.4 of the Machinery Directive. In case of demonstrations the necessary provisions for the safety of people have to be taken by the stand personnel. The stand personnel are also responsible for the guarantee of the exclusion of unauthorized switching operations.

11.3 Surveillance

The general surveillance of the trade fair object is taken over by the organizer without liability for losses or damages. The exhibitor has the obligation of care for the stand and the exhibits as well and to guarantee fire prevention security. The exhibitor can request stand security staff from a security firm authorized by the Koelnmesse GmbH with the corresponding order form in the online service portal. The length of stay of the stand personnel within the trade fair is limited to 7 pm. There is only the exception for the areas taking part in an official trade fair party. The exhibitor may not authorize the stay of persons at their stand during the night.

11.4 Demonstrations

Hallway areas may not be used for audience areas. Demonstrations have to be organized in a way not to impair considerably the hallways. The agents of the event organizer decide in case of doubt or conflict.

12. Dismantling of stands

The dismantling of the stands can be carried out on Saturday, 21 October 2023, from 5 p.m. until midnight and on Sunday, 22 October 2023, from 7 am to 6 pm and must be completed in that period.

The dismantling of the stands may only be carried out after the end of the event on Saturday, 21 October 2023 after 5 p.m without exception.

No stand may be cleared completely or partially before the end of the trade fair/exhibition. Offending exhibitors must pay a contract penalty in the amount of half of the stand rent.

13. Waste before / during / after the event

Waste or residues produced during the event or while constructing/dismantling the stand, must be disposed of by the person responsible for the waste. The person responsible for the waste is obliged by law to carry out the appropriate disposal. (Laws on avoidance, recycling and disposal of waste from 27 September 1994, BGBl./I S 2705 [Federal Law Gazette]).

You can find further information on waste disposal, order forms and processing in the online service portal.

14. Water and electricity

An energy lump-sum will be added to the stand area. It contains water and electricity consumption for three-phase and alternating current. An electrical connection with alternating current is mandatory for every stand (according to the price list).

If you need a water or heavy current connection, you have to book this via the online service portal.

15. Official authorizations, legal regulations

As a basic principle, the exhibitor has to obtain the official authorizations. He is responsible for the compliance with regulations concerning trade law, police law, health law and with other legal regulations.

16. Liability / Insurance

16.1 The event organizer does not assume any liability for damages at trade fair/exhibition objects and at the standard equipment as well as for consequential damages. If demonstrably the event organizer is to blame, the liability is limited to intent and gross negligence.

16.2 The execution of the event is subject to the requirements of the venue regulations.

16.3 The exhibitor is liable for all damages being caused by his participation to the event organizer. His own default is equal to the default of his assistants as well his relatives and agents.

16.4 The exhibitor is liable for all damages suffered by third parties or the event organizer at the exhibitor's stand or caused by his actions.

17. Reservations (cancellation, interruption, transfer, closing of event)

17.1 The event organizer is entitled to postpone, shorten, to prolong or to cancel an event as well as to close it temporarily, finally, partially or totally, as long as the occasion requires such a method, if there are compelling reasons, reasons not caused by him or unforeseen events, such as force majeure, natural disasters, war, strikes, terror, massive outage or failure of traffic-, supply- and/or communication links, epidemics or pandemics.

The event organizer will inform the exhibitor immediately about this, unless a case of force majeure also prevents him from doing that. The exhibitor in this case does not have the right to compensation for damages caused by this.

17.2. If the event is cancelled due to one of the cases listed in 17.1, the exhibitor is obliged to bear the costs for services that already have been rendered to the exhibitor, on request of the event organizer.

17.3. Cases of force majeure that prevent the event organizer or his service partners totally or partially from fulfilling their obligations, discharge the event organizer from his obligations until the force majeure no longer exists. The event organizer will inform the exhibitor about this, unless the event organizer is also prevented from doing so due to a case of force majeure. The impossibility of a sufficient supply with auxiliary materials such as electricity, as well as strikes, lockouts and administrative interventions – shall be equated with a case of force majeure – unless they last only for a short period of time or are caused by the event organizer.

17.4. Legal consequences

- In case of a complete cancellation before the beginning of the event, the exhibitor remains obliged to pay a suitable amount to be determined according to reasonable discretion by the event organizer, at the most however until 15 % of the participation price for general reimbursement of costs.
- Furthermore the costs for the already rendered services to the exhibitor have to be born on request of the event organizer.
- With the beginning of the point of time of the cancellation, the event organizer shall be free from his contractual obligation to perform.
- In case of a transfer (concerning venue or time) or a shortening of the event period before the beginning of the event, the contract of trade fair participation applies completely, unless the exhibitor objects to the event organizer in writing, not immediately, but within two weeks upon receipt of the information. In case of an objection the exhibitor has to pay an amount of up to 15 % of the participation price.
- In case of a premature termination (cancellation, shortening), a temporary interruption or a partial closing after the beginning of the event or in case of a delayed beginning, the exhibitor's obligation to participate in the part of the event that has not been cancelled and to pay the complete participation price remains in place. The event organizer has to proportionally refund expenses to the exhibitor that do not incur to him due to the termination or the partial closing (spared expenses).

17.5. Cancellation of event due to economic reasons

The event organizer is entitled to refrain from carrying out the event using equitable discretion and under consideration of justified interests of the trade fair participants, if the economic sustainability cannot be reached, or if the state of registrations shows that the industry overview intended by the event is not guaranteed. With the cancellation the mutual obligations to perform of the contractual partners do not apply.

The event organizer is obliged to reimburse payments already made by the exhibitors, insofar as the paid performance has not been rendered at the time of the cancellation. Exhibitor's claims for reimburse-

ment of expenditures that already were carried out for a participation in the event or for damages cannot be deduced from the cancellation.

18. Data privacy statement

18.1 The personal data you provide for your registration are conducive to the contractual, smooth processing of the event. They are collected, stored, processed and if need be, passed on to third parties, that are assigned to handle the event (Verlagsbüro Lutz, RAW 'n' Restless GmbH, Koelnmesse GmbH). The data processing at the event organizer as well as at the assigned third-party companies is subject to the DSGVO (General Data Protection Regulation), the passing on is contractually regulated.

18.2 The exhibitor expressly agrees to the data processing with his registration.

18.3 The data are stored subject to withdrawal and used for following events and its advertisement.

18.4 An objection is possible at any time, unless the order processing is thus made impossible or other rules apply due to legal regulations.

You can find further information on the data processing of the event organizer at www.ost-messe.de/Datenschutzerklärung

19. Final Provisions

19.1 Place of execution and court of jurisdiction for all mutual obligations, including all payment obligations, is Geislingen an der Steige, if the contracting partner is a trader, legal entity of public law or if the contracting partner has his place of business or general court of jurisdiction not within the Federal Republic of Germany.

19.2 Legislation of the Federal Republic of Germany shall apply. Application of the United Nations Convention on Contracts for the International Sale of Goods (CISG) is excluded from this contract. The German text of all contractual documents applies.

19.3 The exhibitor bears in any case the costs for pretrial debt collection (detective agencies, collection agencies, lawyers). If and insofar as the exhibitor succumbs to the event organizer in a legal dispute, the exhibitor bears the costs for the trial and the necessary legal representation, especially for lawyers, courts, interpreters, experts and witnesses as well as the costs for the translation of all documents introduced in the trial or trials.

20. If a provision of this agreement is or becomes legally invalid, the validity of the remainder of the agreement shall not be affected thereby. The invalid provision shall be replaced by a provision which in a legally permissible manner economically comes as close as possible to the intended result of the invalid provision.

Dezember 2022

C. Maurer Fachmedien GmbH & Co. KG, Geislingen/Steige