

service from a to z

Laser Optics Berlin and microsys berlin 19 – 21 March 2012

Service from a to z

Times of construction

Commencement of construction: 16. March 2012, daily from 7 a.m. - 10 p.m.
Completion of construction: 18. March 2012, by 10 p.m.

Times of dismantling

Commencement of dismantling: 21. March 2012, 5 p.m. to 10 p.m.
Completion of dismantling: 22. March 2012, 7 a.m. to 10 p.m.

**Please consider that you can not start dismantling before 4.00 p.m. on March 21st.
The gateway to the fair ground is arranged by traffic guide.**

Please find the Exhibitor Service 2012 at www.laser-optics-berlin.com/Exhibitor-Service

ADAC Service for Motorists

Assistance for exhibitors and visitors travelling to the show by car
Telephone +49 0180 22 22 222
Truck Service +49 800 524 8010

Advertising spaces for Marketing and Sponsoring

MB Capital Services, Service Center, Hall 7, 6th floor
Telephone +49 30 30 38-24 06, Telefax +49 30 3038-22 39

Airports/Hotline

Information 0180 5000 186
Booking 0180 569 45 69
Hotline for both airports: Tegel and Schönefeld,
www.berlin-airport.de

Audio systems

MB Capital Services GmbH, Thüringer Allee 12, 14052 Berlin
Telephone +49 30 30 67 20-15, Telefax +49 30 30 67 20 18
For technical inquiries: GATE, Telephone +49 30 393 44 00

Banks /Cash Machines

ReiseBank (at the branch office "Zoological Garden" railway station), Telephone +49 30 881 7117
Cash machine: Hall 14.1

Carpet Rentals

MB Capital Services GmbH, Thüringer Allee 12, 14052 Berlin, Telephone +49 30 30 67 20-15/17
Langhammer & Vogt, between Halls 16/17, 1st Floor, Telephone +49 30 30 38-5758, Telefax +49 30 30 67 20 18

Catering

Capital Catering GmbH, Messedamm 22, 14055 Berlin, Telephone +49 30 30 38 -2901 / 3929
Stand Services (during exhibition only), Telephone +49 30 30 38-2993, -1952, Telefax 49 30 30 38 1951

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Catering (Capital Catering GmbH)

Trade Fair Grounds, Telephone +49 30 3038 3929,
Telefax +49 30 3038 1998, email: Baarts@capital-catering.de

Delivery service to the booth

Telephone +49 30 3038 2993 or -1952
Telefax +49 30 3038 1952, email: cateringservice@capital-catering.de

Construction:

16 March 2012: Restaurant Casino, Hall 7.3, 8.30 am - 2.30 pm, Telephone +49(0)30 3038 1927

Catering during Dismantling:

22 March 2012: Restaurant Casino, Hall 7.3, 8:30 am – 2.30 pm Telephone +49(0)30 3038 1927

19 – 21 March 2012

Laser Optics Restaurant Hall 13

Cloakrooms/Luggage Lock-up

Entrance Hall 14.1

Courier Services

GO! General Overnight & Express Logistik GmbH
Wohlrabedamm 14, 13629 Berlin, Telephone: +49 30 85 00 88

Customs

Customs Office (Berlin), 10965 Berlin, Mehringdamm 129c, Telephone +49 30 690 09-01
Exhibition grounds: Service Building South, Entrance: Gate 25, Jafféstraße 2
Telephone +49 30 3300794-0, Telefax +49 30 3300794-29

Displays / Graphics

MB Capital Services GmbH, Thüringer Allee 12, 14052 Berlin
Telephone +49 30 30 67 20-15, Telefax +49 30 30 67 20 18
Messe Grafik GbR, Servicegebäude Süd, Jafféstr. 2, 14055 Berlin, Telephone +49 30 3038-5757

Decorations (Suspended), non-flammable Materials, Floor Coverings

MB Capital Services GmbH, Thüringer Allee 12, 14052 Berlin
For technical inquiries: Langhammer & Vogt, between Halls 16/17, 1st floor,
Telephone +49 30 30 38 -57 58, -57 86

Electrical installations

Messe Berlin GmbH, Exhibitor Service, Telephone +49 30 30 38 14 00 Telefax +49 30 30 38- 14 60
For technical inquiries: HOCHTIEF, Telephone +49 30 30 38-5807

Employment Agency, Temporary Employment

Hostesses, part-time help for Stand Construction and Dismantling
(Hall 13)
Telephone +49 30 5555 72-1204, Telefax +49 30 55 55 72 19 99
Email: spandau.jobvermittlung@arbeitsagentur.de

Exhibitor Service Counter

Hall 12 at Laser Optics Berlin Management
Telephone +49(0)30/30 38 2056
(photo copies, telefax, telephone, e-mail, internet, PC, Printer)

Fire Department - Emergency Call

Telephone 112

First Aid – DRK (Red Cross), Physician

Emergency calls: Telephone +49 30 30 38-22 22
Passageways between Halls 12/13

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Floral Arrangements

MB Capital Services GmbH, Thüringer Allee 12, 14052 Berlin
Blumen Rühl, Exhibition Grounds, Telephone +49 30 811 10 51, Telefax +49 30 811 51 40

Forwarding Agents and Container Storage

Fair Offices: Service South Building, Gate 25, Jafféstraße, 14055 Berlin
Agility – Fairs & Events, Telephone +49 30 30 69 28-0, Telefax +49 30 30 69 28 49
Schenker Deutschland AG, schenkerfairs, Telephone +49 30 3012995-420, Telefax +49 30 3012995-429

Furniture Hire

MB Capital Services GmbH, Thüringer Allee 12, 14052 Berlin
Expofair GmbH, Telephone +49 30 30 38-57 80, Telefax +49 30 30 38-57 89

Hall Supervision

Hall supervision from 18 March 2012, 7.00 am, until 22 March 2012, 7 p.m.
When you wish a own Stand Security please find the contact under Security and Supervisory Staff.

Hostesses

MB Capital Services GmbH, Thüringer Allee 12, 14052 Berlin
Telephone +49 30 30 38-1435-1439, Telefax +49 30/30 38-1440

Hotel Reservations/Travel Arrangements/Arrivals

Partner hotel of Laser Optics Berlin is the "Kudamm101 Hotel",
Telephone +49 30 52 0 55 713 or -731, Email: reservierung@kudamm101.de
Keyword: Laser Optics Berlin

Information on Public Transportation

Rates and Schedules, Telephone +49 30 194 49, Internet: www.bvg.de

Insurance for Exhibits

Insurance brokers, L. Funk & Söhne GmbH,
Budapester Straße 31, 10787 Berlin; and P.O.B. 1229, 10722 Berlin
Telephone +49 30 25 00 920, Telefax +49 30 25 00 92-755

Laser Optics Berlin

Contact of Laser Optics Berlin and microsys berlin

Senior Project Manager:

Kerstin Kube-Erkens: +49 30 3038 2056
Email: kubeerkens@messe-berlin.de

Project Assistant:

Franziska Klette: +49 30 3038 2397
Email: klette@messe-berlin.de

Melina Hanisch: +49 30 3038 6746
Email: hanisch@messe-berlin.de

Sanja Milinkovic: +49 30 3038 2142
Email: milinkovic@messe-berlin.de

Franziska Wießner: +49 30 3038 2136
Email: wießner@messe-berlin.de

Letter box

On the trade fair grounds, Messedamm 22, in front of the administrative building of Messe Berlin GmbH,
near to gate 7 and gate 9

Logistics (Operational and Traffic Services)

Sites for containers, vehicles, admission pass, etc.

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Service Centre Hall 7, 4th floor, Telephone +49 30 30 38-28 35, Telefax +49 30 30 38-28 60

Lost and Found

Security Office, passageway between Halls 16 &17, Telephone +49 30 30 38-17 85

Office Equipment / Photocopier Rentals

MB Capital Services GmbH, Thüringer Allee 12, 14052 Berlin
Telephone +49 30/30 67 2015, Telefax +49 30/30 67 2018

Opening hours for exhibitors

19 - 21 March 2012, daily from 9 a.m. to 6 p.m.

Opening hours for trade visitors

19 - 20 March 2012, daily from 10 a.m. to 5 p.m.
21 March 2012, 10 a.m. – 4 p.m.

Parking

Please use for parking P2 and P3 at Masurenallee

Parking Permits

MB Capital Services GmbH, Thüringer Allee 12, 14052 Berlin
Telephone +49 30/30 69 69 20, Telefax +49 30/30 69 69 30

Pharmacy

Witzleben Apotheke, Kaiserdamm 24/corner of Messedamm, 14055 Berlin
Telephone 0800 3011970, +49 30 301 1970, Telefax +49 30 301 19725
Delivery Service: Monday through Friday (8:00 a.m.-6:00 p.m.), last orders until 2:00 p.m. for delivery on same day

Photo Service

MB Capital Services GmbH, Thüringer Allee 12, 14052 Berlin
Photographic Studio Nieswand & Pletschke, Telephone +49 30 882 64 88
Mobile phone 0171/ 5183045

Police

Emergency call to police: Telephone 110
District Office 22, Charlottenburger Chaussee 75, 13597 Berlin, Telephone +49 30 4664-22 27 01

Post Office

Branch Office 19, Soorstraße 61-62, 14050 Berlin, Telephone: +49 30 30 39 61 51

Press Centre

Contact: Wolfgang Wagner, Phone +49(0)30/ 3038 2277, Email: wagner@messe-berlin.de
Maritta Voigt, Phone +49(0)30/ 3038 2436, Email: m.voigt@messe-berlin.de

Projectors, Audio and Video Components

MB Capital Services GmbH, Thüringer Allee 12, 14052 Berlin
Telephone +49 30 30 67 20 15, Telefax +49 30 3067 20 18

Public Transportation

BVG, Berliner Verkehrsbetriebe, Internet: www.bvg.de (english service)
General Information, Telephone +49 30 194 49

Refrigerators

MB Capital Services GmbH, Thüringer Allee 12, 14052 Berlin
Telephone +49 30 30 67 20-15, Telefax +49 30 30 67 20 18

Restaurants (Capital Catering GmbH)

Trade Fair Grounds, Telephone +49 30 30 38 29 01, 39 29, Telefax +49 30 30 38-19 98
Funkturn Restaurant, Telephone +49 30 30 38-29 96
Restaurant „Casino“, Hall 7.3, Telephone +49 30 30 38-19 27

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Rubbish Bins, Waste Disposal, Industrial Waste Removal

Messe Berlin GmbH, Exhibitor Service , Telephone +49 30 30 38 14 00
Telefax +49 30 30 38- 14 60
For technical inquiries: Alba, office in container behind Hall 23b,
Telephone +49 30 30 38-13 33, Telefax +49 30 30 38-57 61

Security and Supervisory Staff (Stand Security)

Messe Berlin GmbH, Exhibitor Service, Telephone +49 30 30 38 14 00 Telefax +49 30 30 38- 14 60
For technical inquiries: Gegenbauer Security Service, Telephone +49 30/ 30 38-58 66

Stand Cleaning

Messe Berlin GmbH, Exhibitor Service , Telephone +49 30 30 38 14 00 Telefax +49 30 30 38- 14 60
For technical inquiries: Gegenbauer, Telephone +49 30 30 38-57 09, Telefax +49 30 30 00-73 50

Stand Construction and Equipment

MB Capital Services GmbH, Thüringer Allee 12, 14052 Berlin
Telephone +49 30 30 67 20-15, Telefax +49 30/ 30 67 20 18

Stand Construction Approval

Messe Berlin GmbH, Technical Service and Support for Fairs
Service Center, Hall 7, 4th floor, Telephone +49 30 30 38 -2824-2829

Standard Partitions, Painting, Facia, Cabins

Messe Berlin GmbH, Exhibitor Service , Telephone +49 30 30 38 14 00, Telefax +49 30 30 38- 14 60
For technical inquiries: Capital Facility GmbH, Telephone +49 30 30 38-13 20,
Telefax +49 30 30 38-1399

Suspension Points, Rigging

MB Capital Services GmbH, Thüringer Allee 12, 14052 Berlin, Telephone +49 30 30 67 20-15
Langhammer & Vogt, between Halls 16/17, 1st Floor, Telephone +49 30 38-5786,
Telefax +49 30 67 20 18

Taxi ranks

Halls 14/15, Messedamm (Entrance East)

Taxi Reservations

Funk Taxi Berlin, Telephone +49 30 26 10 26, or 0800-0 26 10 26 (free of charge)
Taxi-Ruf "City Funk", Telephone +49 30 21 02 02
Würfelfunk, Telephone +49 30 21 01 01, or 0800-CABCALL (free of charge)

Telecommunication

telephone, fax, mobile phone, PC and notebook hire
(Use of wireless local area network is free of charge on whole Exhibition Grounds)
Capital Services GmbH, Thüringer Allee 12, 14052 Berlin
Telephone +49 30 30 38-1400, -14 62, Telefax +49 30 30 38- 14 60

Telephones (international)

ICC (North entrance)

Telephone Inquiry

National, Telephone: 118 33
International, Telephone: 118 34

Ticket Sales / Ticket Office

MB Capital Services GmbH, Thüringer Allee 12, 14052 Berlin
Telephone +49 30 30 69 69 69, Telefax +49 30 30 69 69 30

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Trains: DB / Deutsche Bahn AG

Information & Reservations, Telephone +49 180 5 99 66 33 (0,14 € per min.), Automated +49 800 150 7090

DB-Special: By using the train for your journey to Laser Optics Berlin 2012 you contribute to saving the environment - up Euro 99 for a return trip* to Berlin, Reservations +49 (0)1805 - 31 11 53**

www.laser-optics-berlin.com/Travel-Service

Keyword: Laser Optics Berlin

Tourist Information

Berlin Tourismus Marketing GmbH

Am Karlsbad 11, 10785 Berlin, Telephone +49 30 26 47 48-0, Telefax +49 30 25 00 2424

Service-Hotline +49 30 25 00 25

Video systems

see Audio systems

Visitors' Meeting Point

Entrance East: lobby, Hall 14.1

We wish you a successful lead time!

Sincerely yours

Laser Optics Berlin Team