

CMS Berlin

Cleaning. Management. Services.

September 22 – 25, 2009

Exhibitor Information

A - Z

ADAC Service for Motorists
Advertising spaces for
Marketing and
Sponsoring
Airports/Hotline 01805/ 00 01
86
Airport Shuttle

Banks/Cash Machines
Business Center

Carpet Rentals
Catalogue
Catering
Cloakrooms/Luggage Lock-up
Commuter Railway System
(See under S-Bahn)
Complaints
Construction
Courier Services
Customs

Displays / Graphics
Decorations (Suspended), non-
flammable Materials,
Floor Coverings
Dismantling

Electrical Installations
Employment Agency, Tempo-
rary Employment
Entrance
Entrance Tickets
Exhibitor Passes / Parking
Permits
Exhibitor Service Counter
Exhibitors' Shop (Last-minute
Shopping, Dry Goods,
Hardware, Office
Supplies)

Fire Department - Emergency
Call
First Aid – DRK (Red Cross),
Physician

Floral Arrangements
Food and Beverage
Forwarding Agents and
Container Storage
Furniture Hire

Hall Supervisors
Hostesses
Hotel Reservations/Travel
Arrangements/Arrivals

Information on Public
Transportation
Information Stands, Messe
Berlin GmbH
Insurance for Exhibits
Internet (See under
Telecommunication)

Laptop (See under Notebook,
Laptop, PC)
Logistics (Operational and
Traffic Services)
Lost and Found

Notebook, Laptop, PC

Office Equipment /
Photocopier Rentals
Opening Time Exhibitors
Opening Time Visitors

Parking Permits (see Exhibitor
Passes / Parking Permits)
Pastoral Care
Photocopies
Photo Service
Police
Post Office
Press Centre
Press Conference
Press Pigeon Holes
Project Team
Projectors, Audio and Video
Components

Public Transport
Purus Award

Railroad (See under Trains:
DB/Deutsche Bundes-
bahn)
Red Cross (See under First Aid
– DRK)
Refrigerators
Restaurants (Capital Catering
GmbH)
Rubbish Bins, Waste Disposal,
Industrial Waste Removal

S-Bahn
Security and Supervisory Staff
(Stand Security)
Shop (See under Exhibitors'
Shop)
Shuttle-Service
Stand Cleaning
Stand Events
Stand Construction and
Equipment
Stand Construction Approval
Standard Partitions, Painting,
Facia, Cabins

Taxi ranks
Taxi Reservations
Telecommunication
Telephones (international)
Telephone Inquiry
Ticket Sales / Ticket Office
Tourist Information
Trains: DB/Deutsche Bundes-
bahn
Traffic Guidance

Video/Audio
VIP-Lounge
Vouchers for Clients

Waste disposal
Water Installations

Services from a to z

ADAC Service for Motorists

Assistance for exhibitors and visitors travelling to the show by car
Telephone +49 0180 22 22 222
Truck Service +49 0180 52 48 00 00

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 30 38-22 39

Airports/Hotline +49 1805/ 00 01 86

Hotline for airports Tegel and Schönefeld,
www.berlin-airport.de

Airport Shuttle

See under Shuttle-Service

Banks/Cash Machines

Cash machines: Middle Foyer Hall 1.2b/2.2b

Business Center

Messe Berlin GmbH, E-mail: business-center@messe-berlin.de
(photo copies, telefax, telephone, e-mail, internet, PC, scanner, printer, notebook connection, business cards, pre-paid telephone cards, SIM cards)
- Service Center, Entrance, Hall 7, 2nd floor, Telephone: +49 30 30 38-28 61, Telefax: +49 30 38-28 62

Carpet Rentals

MB Capital Services GmbH, Thüringer Allee 12, 14052 Berlin, Telephone: +49 30 30 67 20-15, -17
Langhammer & Vogt, Service Center Hall 7, +49 30 30 38-57 58, Telefax: +49 30 30 67-20 18

Catalogue

Your catalogue will be delivered to your stand.

Catering

Capital Catering GmbH, Telephone: +49 30 30 38 -29 01, -39 29
Stand Services (during exhibition only) Telephone: +49 30 30 38-39 29, Telefax: +49 30 30 38-19 98

For delivery to the display stand (drinks, cold platters etc.),
call: +49 30 30 38-2991, Telefax: +49 30 30 38-1951. Further information: www.capital-catering.de
(please see also Restaurants)

Cloakrooms/Luggage Lock-up

Entrance South

Commuter Railway System

(please see also S-Bahn)

Complaints

Complaints related to the event must be reported to the organizers **while the event is in progress** so that these can be immediately assessed and remedied.

Construction

Construction begin: September 17, 2009, from 07:00 a.m.

Construction end:

Construction: September 21, 2009, until 12:00 a.m.

Decorations: September 21, 2009, until 06:00 p.m.

The halls are open for the construction daily from 07.00 a.m. until 10.00 p.m.
(please note the enclosed traffic guide and deposit regulations)

Courier Services

GO! General Overnight & Express Logistik GmbH
Wernerwerkdamm 16, 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 30 82-04 36, Telefax: +49 30 30 82-04 37

Displays / Graphics

MB Capital Services GmbH, Thüringer Allee 12, 14052 Berlin
Telephone: +49 30 30 67 20-15/-17, Telefax: +49 30 30 67 20 18

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

MB Capital Services GmbH, Thüringer Allee 12, 14052 Berlin
For technical inquiries: Langhammer & Vogt, Service Center Hall 7,
Telephone: +49 30 30 38 -57 58, -57 86

Dismantling

Dismantling begin: September 25, 2009, from 05:00 p.m.
Daily from 07:00 a.m. until 10:00 p.m.
Dismantling end: September 29, 2009, until 10:00 p.m.
The halls are open for the dismantling daily from 07.00 a.m. until 10.00 p.m.
(please note the enclosed traffic guide and deposit regulations)

Electrical Installations

Organisational questions
Telephone: +49 30 3038-14 00

Mechanical questions

Telephone: +49 30 3038 – 58 07
E-mail: joerg.junghans@hochtief.de

Employment Agency, Temporary Employment

Hostesses, part-time help for Stand Construction and Dismantling
Passageway between Halls 16/17
Telephone: +49 30 3038-5730, +49 30 55 55 70-12 03, fax: +49 30 55 55 70-19 99

Entrance

Entrance South (railways station: "Messe Süd")
(please see also S-Bahn)

Entrance Tickets

Please see under Ticket Sales / Ticket Office

Exhibitor Passes / Parking Permits

Additional passes for exhibitors (Euro 30,00) and parking permits (Euro 48,00) can be obtained prior to the event from MB Capital Services GmbH, Thüringer Allee 12, 14054 Berlin, Germany. Tel. +49 30 30 69 69 69, Fax +49 30 30 69 69 30.

Construction

Exhibitor passes and parking permits: Service Center, Hall 7, level 2
September 21, 2009: 09:00 a.m. until 06:00 p.m.
September 22, 2009: 09:00 a.m. until 12:00 a.m.

Trade Fair

Parking permits: Hall 7, level 2
September 22 – 25, 2009: 09:00 a.m. until 05.00 p.m.
Exhibitor passes: Entrance South at the cashiers
September 22 – 25, 2009: 09:00 a.m. until 05.00 p.m.

Exhibitor Service Counter

Service Center, Entrance, Hall 7, 2nd floor,
Telephone: +49 30 30 38-28 71-73, Fax: +49 30 30 38-28 77

Construction

September 17 - 20, 2009: 08:00 a.m. until 04:00 p.m.
September 21, 2009: 08:00 a.m. until 06:00 p.m.

Trade Fair

September 22 – 25, 2009: 09:00 a.m. until 05:00 p.m.

Dismantling

September 26, 2009: 08:00 a.m. until 02:00 p.m.

Exhibitors' Shop (Last-minute Shopping, Dry Goods, Hardware, Office Supplies)

Messe-Shop GbR, Neue Kantstraße 20, 14057 Berlin
Hall 6.2 (opposite Marshall House), Telephone / Telefax: +49 30 30 38-57 38

Opening hours

September 21, 2009: 09:00 a.m. until 06:00 p.m.
September 22 – 25, 2009: 09:00 a.m. until 05:00 p.m.

Fire Department - Emergency Call

Telephone: 112

First Aid – DRK (Red Cross), Physician

Emergency calls: Telephone +49 30 30 38-22 22
Hall 4.2

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

Food and Beverage

Capital Catering GmbH, Messedamm 11, 14055 Berlin
Telephone: +49 30 30 38-29 01/ -39 29
Stand Services (during the fair only) Telephone: +49 30 30 38-29 93, -19 52, Telefax: +49 30 30 38-19 51

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 Fax: +49 30 30 69 28 49
Schenker Deutschland AG, schenkerfairs, Telephone: +49 30 349 65-420, Telefax: +49 30 349 65-429

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 Supervisors

Hall 1.2, 2.2, office, middle foyer 1.2/2.2 Telephone: +49 30 30 38-13 42
Hall 3.2, 4.2, office, middle foyer 3.2/4.2 Telephone: +49 30 30 38-13 41
Entrance South, Hall 7.1a/b/c, 7.2 a/b/c, 7.3 (Casino, Berlin, Europa), Telephone: +49 30 30 38-13 44

Hostesses

MB Capital Services GmbH, Thüringer Allee 12, 14052 Berlin
Telephone: +49 30 30 38 14 35, Telefax: +49 30/30 38 14 40
ICC Berlin, Telephone: +49 30 30 38-58 84, -58 85

Hotel Reservations/Travel Arrangements/Arrivals

smart & more GmbH, smartFairs, Hamburg
Telephone: +49 (0) 18 05-32 40 00, Telefax: +49 (0) 18 05-54 96 75
E-mail: smartfairs@sam-hh.de

Information on Public Transportation

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

Information Stands, Messe Berlin GmbH

Ground Level

Entrance South (right)

2nd Level

Hall 3.2a/4.2a, middle foyer (right)

Insurance for Exhibits

Insurance brokers, L. Funk & Söhne GmbH,
Budapester Straße 31, 10787 Berlin; and P.O.B. 1229, 10722 Berlin
Telephone: +49 30 67 20-15, -17, Telefax: +49 30 25 00 92-755

Internet

Please see under Telecommunication

Laptop

Please see under Notebook, Laptop, PC

Logistics (Operational and Traffic Services)

Sites for containers, vehicles, admission pass, etc.

Service-Centre, Hall 7, 4th floor, Telephone: +49 30 30 38-28 36, Telefax: +49 30 30 38-28 60

Lost and Found

Security Office, passageway between Halls 16 & 17

Telephone: +49 30 30 38-17 85

Notebook, Laptop, PC

Messe Berlin GmbH, Exhibitor-Service, c/o MB Capital Services GmbH, Thüringer Allee 12, 14052 Berlin,
Telephone: +49 30 306720-15, Fax +49 30 306720-18

Office Equipment / Photocopier Rentals

MB Capital Services GmbH, Thüringer Allee 12, 14052 Berlin

Telephone: +49 30 30 67-20 15, Telefax: +49 30 30 67-20 18

Opening Time Exhibitors

September 22 until 25, 2009

Daily from 09:00 a.m. until 06:00 p.m.

Opening Time Visitors

September 22 until 25., 2009

Daily from 10:00 a.m. until 05:00 p.m.

Parking Permits

(please see under Exhibitor Passes / Parking Permits)

Pastoral Care

Trade Fair Grounds: Hall 6.2 (opposite Marshall House)

Telephone: +49 30 30 38-58 58, Mobile: 0163/6095100

Photocopies

- Business Center, Service Center, entrance, Hall 7, Telephone: +49 30 30 38-28 72,
Telefax: +49 30 30 38-28 62

- Messe Shop, Hall 6.2 (opposite Marshall House) Telephone / Telefax: +49 30 30 38-57 38

- OCÉ GmbH, Messedamm 22 Administration Building, Telephone: +49 30 30 38-57 18

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 67-75, 13597 Berlin, Telephone: +49 30 46 64-22 27 01
Police station in Hall 7, ground level, Telephone: +49 30 46 64-20 07 60,
Fax: +49 30 46 64-20 07 99

Post Office

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

Press Centre

The press centre is located in hall 2.2.

Press Conference

The official press conference is going to take place on September 23, 2009 in the hall forum in hall 2.2. at 11.00 a.m.

Please inform us if you consider to hold a press conference on the occasion of the CMS 2009, so that we can help with our support.
(please see enclosed information material)

Press Pigeon Holes

In the press centre you can rent press pigeon holes to lodge press releases or photographs, so that journalists can get your information without visiting your stand.
(please see enclosed order form)

Project Team

The project team is placed in hall 2.2

Project Management

Heike Hemmer +49 30 3038-2109

E-mail: hemmer@messe-berlin.de

Exhibitor Services

Maja Lorenz +49 30 3038-2112

E-mail: lorenz@messe-berlin.de

Alina Thorweihe +49 30 3038-2004

E-mail: thorweihe@messe-berlin.de

Supporting Programme and Purus Award

Mandy Dyll +49 30 3038-2043

E-mail: dyll@messe-berlin.de

Projectors, Audio and Video Components

MB Capital Services GmbH, Thüringer Allee 12, 14052 Berlin
Telephone: +49 30 30 67 20-15, -17, Telefax: +49 30 30 67-20 18

Public Transport

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

Purus Award

The Purus Award winner will be presented during the Exhibitor Evening September 23, 2009.
Presentation of Purus Award Exhibits in Hall 2.2, Stand 136.

Railroad

Please see under Trains: DB/Deutsche Bundesbahn

Red Cross

Please see under First Aid – DRK (Red Cross)

Refrigerators

MB Capital Services GmbH, Thüringer Allee 12, 14052 Berlin
Telephone: +49 30 30 67 20-15/-17, 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

Construction

Bistro "Brotzeit" between hall 1.2 and 2.2:

September 19. – 20., 2009: 10:00 a.m. until 05:00 p.m.

September 21, 2009: 08:30 a.m. until 06:00 p.m..

Restaurant „Casino“ (self-service), hall 7.

September 17. – 18., 2009: 08:30 a.m. until 02:30 p.m.

September 21, 2009: 08:30 a.m. until 02:30 p.m.

Trade Fair

Bar entrance south: 09:00 a.m. until 12:00 p.m.

Restaurant in hall 2.2 09:30 a.m. until 05:00 p.m.

Bistro "Brotzeit" between hall 1.2 and 2.2:

September 22. – 25., 2009: 09:30 a.m. until 05:00 p.m.

Bistro Bon Appetit between hall 3.2 and 4.2:

September 22. – 25., 2009: 10:00 a.m. until 05:00 p.m.

Rubbish Bins, Waste Disposal, Industrial Waste Removal

Messe Berlin GmbH, Exhibitor Service , Telefone +49 30 30 38 -14 00, -2873,
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 30 302-55 56

S-Bahn

You can reach the entrance south with the S-Bahn (commuter railway system) S 9 and S 75 (railway station "Messe Süd).

Rate and schedule information: telephone: +49 30 194 49

Security and Supervisory Staff (Stand Security)

Messe Berlin GmbH, Exhibitor Service , Telephone +49 30 30 38 14 00, -2873,
Telefax: +49 30 30 38- 14 60

For technical inquiries: Gegenbauer Security Service, Telephone: +49 30/ 30 38-58 66,
Fax: +49 30 38-58 68

The hall security team will be on duty around the exhibition grounds from September 17, 2009 8:00 a.m. and until September 29, 2009 3:00 p.m.

Messe Berlin recommends that exhibitors organize their own stand security independently of the hall security. Tel. +49 30 30 38 28 36.

Shop

See under Exhibitors' Shop

Shuttle-Service

During the CMS a daily shuttle-service is offered from 09:00 a.m. until 06:00 p.m. from the airport Tegel (main hall) to the fair ground/ entrance south.

Stand Cleaning

Messe Berlin GmbH, Exhibitor Service , Telephone +49 30 30 38 14 00, -28 73,
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 Events

Special authorization from the exhibition management and security department is required for stand events held after trade show hours (i.e. after 05:00 p.m.) – Tel. +49 30 30 38-28 36.

Stand Construction and Equipment

MB Capital Services GmbH, Thüringer Allee 12, 14052 Berlin
Telephone: +49 30 30 67 20-15, -17, 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 -28 24, -28 29

Standard Partitions, Painting, Facia, Cabins

Messe Berlin GmbH, Exhibitor Service , Telefone +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 38-13 99

Taxi ranks

Entrance South

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

ISDN, telephone, telefax, mobile phone, PC and notebook hire
Capital Services GmbH, Thüringer Allee 12, 14052 Berlin
Telephone: +49 30 30 38-1400, -14 62, -6765, Telefax: +49 30 30 38- 14 60

Telephones (international)

Entrance South, middle foyer 3.2/4.2, entrance hall 7,

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, Fax: +49 30 30 69 69 30
(see also Vouchers for Visitors)

Tourist Information

Berlin Tourismus Marketing GmbH
Am Karlsbad 11, 10785 Berlin, Telephone: +49 30 26 47 48-0
Service-Hotline: +49 30 25 00 25

Trains: DB/Deutsche Bundesbahn

Information & Reservation, Telephone: +49 18 05 99 66 33
(see also S-Bahn)

Traffic Guidance

To secure, that the construction and dismantling phase happens without trouble, please note the enclosed traffic guide and deposit regulations. **We want to especially point out the deposit regulation, as well as the fact that after the end of the CMS, trucks cannot enter the trade fair ground before 06:00 p.m. and cars cannot enter before 07:00 p.m..** We kindly ask for your understanding, should the traffic guidance cause you any trouble.

Trends and Innovations

(please see enclosed form)

Video/Audio

MB Capital Services GmbH, Thüringer Allee 12, 14052 Berlin
Telephone: +49 30 30 67 20-15/-17, Telefax: +49 30 30 67 20 18

VIP-Lounge

The VIP-Lounge is located in hall 2.2

Vouchers for Clients

Invite your customers to the CMS!
(Please use the enclosed order form)

Waste disposal

Large quantities of environmentally hazardous waste is produced during all phases of an exhibition. We request that all exhibitors make every effort to avoid unnecessary waste.

The Alba company has been contracted to provide recycling services and to answer any questions you may have regarding waste disposal. A wide range of trash can liners, bins, and containers are available. Orders can be placed via form B5 and B6 from the Exhibitor Service book or at the Service Counter in hall 7, level 2 or by calling: +49 30 30 38-13 33.

Please be sure to pass this information on to any companies you have contracted to set-up or take down your stand. The exhibitor or authorized representative is responsible for the disposal of all bulk waste, building materials, decorations, etc. In this regard, we would like to remind exhibitors that any discarded materials remaining after a stand is set up or taken down will be removed and disposed of by Messe Berlin at the exhibitor's expense.

Water Installations

Messe Berlin GmbH, Aussteller-Service, c/o MB Capital Services GmbH, Thüringer Allee 12, 14052 Berlin, Telephone: +49 30 30 38-14 00, E-mail: aussteller-service@messe-berlin.de

We wish you luck with your preparations!

Your CMS-Team

Berlin, Juli 8, 2009