

Insurance for Exhibits

Hall	Stand No.
Exhibitor	

Order Form 2008

Insurance: Fax: +49(0)30/25 00 92-7 55 or 25 00 92-7 88
Post: Funk & Söhne GmbH, Versicherungsmakler, Postfach 1229, D-10722 Berlin
For queries: Phone: +49(0)30/25 00 92-0; **E-Mail:** a.broesa@funk-gruppe.de, c.schwarz@funk-gruppe.de

Application deadline: 15. 08. 2008

We hereby place an order for the below mentioned services for the duration of the event:

Important:

All exhibitors are seriously advised to arrange insurance cover for their exhibits for the duration of the exhibition, during transport to and from the event and for any storage in intervening periods or after the event.

The Fair Management does not accept any liability for persons or objects on the Exhibition Grounds – including construction and dismantling periods.

For premiums and insurance conditions please see overleaf.

Please note:
 The insurance cover is only valid after payment.

Name of event/Dates of event/insurance cover:

.....

The following items will be on display (give exact details):

.....

.....

.....

A Sum insured according to insurance application:

Exhibits: EUR

Stand equipment: EUR

Pers. property of stand personnel: EUR

Total sum insured: **EUR**

of which particularly fragile items are insured for the sum of: EUR

Are the items being transported from Berlin: yes no

From outside Berlin: yes no

From outside Germany: yes no

Please indicate country:

What additional insurance do you require?

B Liability insurance*) yes no

Dispensing of drinks*) yes no

C Accident insurance*) yes no

Number of all persons:

Insurance type I yes no

Insurance type II yes no

*) See insurance conditions overleaf

Messe Berlin – Contractual partner: Funk & Söhne GmbH

Customer/Invoicing address:	Customer No.:
Street:	VAT-ID No.:
Postal code/City/Country:	We hereby confirm that we have noted the conditions. We accept them as binding and agree to their application. Legal venue and place of jurisdiction is Berlin-Charlottenburg.
Contact at the stand:	Date: Name of customer (in block letters):
Telephone:	Legally binding signature and company stamp:
Telefax:	
E-mail:	

Details about exhibition insurance

For the exhibitor's own interest and account, the following forms of insurance cover are available from leading insurers in Germany.

A.

Exhibition insurance providing full cover for the exhibits against all usual risks. Cover is provided against risks such as damage during transportation, fire, water or moisture damage (except on the open air grounds), burglary, theft, deliberate and malicious damage by third persons. This cover is valid during transport to and from the event excluding transport by sea, and for the duration of the event. Not allocated storages are also included for a period of up to 30 days.

The insurance cover is provided in accordance with the General Insurance Terms for Exhibition 1988 and in general the clause concerning the exclusion of risks arising from the use of chemical, biological, biochemical substances or electromagnetic waves as weapons causing a public danger, and changes to the exclusion of nuclear energy. The following also applies if applicable respectively included Machinery Clause, Special Conditions to the AVB Exhibition of Traverler's Baggage.

The premium-rates are based on the type of exhibit.

They amount on average to 3 % of the value of the exhibit. The premium is increased for items being transported from outside the Federal Republic of Germany. In case of coinsurance of transport the surcharge for premiums are:

Transports from:

Berlin + 1 ‰ surcharge
BRD + 2 ‰ surcharge
EU + 3 ‰ surcharge

other countries according to circumstances.

A break-surcharge of 10 % of value is made for particularly fragile items (glass, porcelain, clay, plaster-of-Paris, VDU's, terminals etc.) or if leakage risks are to be included. The minimum premium per exhibition/application is EUR 50.00 plus the valid insurance tax in each case.

In the case of damage the policyholder shall be required to meet 25 % of the indemnifiable damages himself.

The insurance terms can be sent on request.

B.

Liability insurance for claims against exhibitors or their employees and stand personnel (own staff and outside staff) in their capacity exhibitors.

The General Terms of Liability Insurance (AHB) apply. The amount of cover provided is as follows:

EUR 2,500,000.00 for personal injury and damage to property

EUR 25,000.00 for financial loss

EUR 1,500,000.00 for environment basic cover.

The premium, plus valid insurance tax for a period of amounts to

1 week EUR 82.50

2 week EUR 121.00

1 month EUR 187.00

Where food and drinks are to be commercially dispensed, a 50 % surcharge will be made on the above-mentioned premiums. Details about surcharges to provide cover for larger items of machinery or for livestock are available on request.

C.

Accident insurance, providing cover for the policyholder, his own or outside stand personnel, according to the guidelines laid down in the General Accident Insurance Terms (AUB) and in legal regulations, and valid for the official duration of the exhibition. Insurance cover also applies to direct travel by those protected under the policy on

their journeys to and from the event from their place of residence or place of work, provided this is within Europe.

Insurance cover provided:

- I. EUR 10,000.00 in the event of death
EUR 50,000.00 in the event of permanent injury.
- II. EUR 15,000.00 in the event of death
EUR 75,000.00 in the event of injury.

The premium, plus valid insurance tax in each case, is charged for the following periods:

1 week

I. EUR 6.50 II. EUR 10.00

2 weeks

I. EUR 10.00 II. EUR 15.00

1 month

I. EUR 13.00 II. EUR 20.00

Copies of the skeleton agreement for liability insurance and/or accident insurance may be inspected in our office in Budapester Straße, or can be sent on request.

Application deadline for insurance

14 days prior to the opening of the exhibition. For applications received any later, insurance cover only applies provided no damage has occurred or been notified before receipt of the application.

Transactions/Assistance

Special authority to act on behalf of the insurers has been granted to the following company:

L. Funk & Söhne GmbH
Insurance brokers
Budapester Str. 31, D-10787 Berlin
Postfach 12 29, D-10722 Berlin

Telephone: (30) 25 00 92-0
Telefax: (30) 25 00 92-7 55, -7 88

Damage occurring on the Exhibition Grounds

1. If damage occurs or is discovered, the official in charge must be notified immediately. Messrs. Funk & Söhne GmbH should also be notified at once in writing of any damage.
2. In the event of burglary or theft the local police station should be informed immediately. The address is:
Polizei-Abschnitt 22
Charlottenburger Chaussee 75
D-13597 Berlin
Phone: 0 30/46 64-22 27 01
Fax: 0 30/46 64-22 27 99

Damage occurring during transport

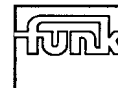
Where loss or damage is apparent on taking delivery of the goods delivery documents must be marked and the carrier/driver must be requested to certify the loss or damage. When loss or damage is not apparent immediately upon discovery (but not later than three days following delivery) notice must be given to the carrier and he must be requested to attend a joint survey. Failure to comply with these instructions will cause delay in eventual settlement and may prejudice any claim under the policy.

Note:

Applications for insurance cover become provisionally effective on receipt of the signed application by Messrs. Funk or Messe Berlin, but not prior to departure of persons or dispatch of goods.

L. Funk & Söhne GmbH · Postfach 1229, D-10722 Berlin
Commercial Register Berlin 92 HRB 11983

– Damage Claim Report –



4. Only to be completed if damage to property has occurred	Retain damaged items as evidence!
4.1 What items were damaged?	_____
4.2 What form did the damage take?	_____
4.3 When were the damaged items acquired and what did they cost?	Date: _____ €
	Date: _____ €
4.4 Is repair possible?	<input type="checkbox"/> no <input type="checkbox"/> yes
4.5 What is your estimate of the cost of the damage?	_____ €
4.6 Has consideration been given to the fact that the items may have already been worn or damaged?	<input type="checkbox"/> no <input type="checkbox"/> yes
4.7 Are the damaged items insured (against damage by fire or domestic water, for glass damage, damage to lighting tubes, vehicle insurance etc.)?	<input type="checkbox"/> no <input type="checkbox"/> yes, with _____
Has a claim already been submitted to the insurers?	<input type="checkbox"/> no <input type="checkbox"/> yes policy number: _____
Claimant (name, address):	_____

	<input type="checkbox"/> staff <input type="checkbox"/> visitor <input type="checkbox"/> other person
Person responsible for damage (name, address):	_____

	<input type="checkbox"/> staff <input type="checkbox"/> visitor <input type="checkbox"/> other person
<input type="checkbox"/> Claims have already been asserted:	<input type="checkbox"/> verbally
	<input type="checkbox"/> in writing (enclose claim documents)

III. Damage to exhibits/stand equipment, luggage

<input type="checkbox"/> Damage has not yet been made good.	<input type="checkbox"/> Damage was made good on _____
<input type="checkbox"/> Invoice(s) for the sum of _____ € enclosed.	
Person responsible for damage (name, address):	_____

