

# Registration

## Stand party

We register for an evening event on the stand with the recognition of the rules and important information listed on page 2:

| Date | Time | People |
|------|------|--------|
|      |      |        |

.....  
Hall and stand number

Please complete and submit to:

VDRK e. V. • Wilhelmshöher Allee 253 - 255 • D-34131 Kassel  
 ☒ info@rokattech.de • ☎ +49 (0) 561/207 567-29

|                                |  |
|--------------------------------|--|
| <b>Exhibitor</b>               |  |
| Street/P.O. Box                |  |
| Postcode/City/Country          |  |
| Contact during the stand party |  |
| Mobile phone                   |  |
| E-Mail                         |  |

| Catering | Music |
|----------|-------|
|          |       |

The rules and important information are part of the contract!

The permit is to be submitted to the organizer or the security staff on request during the evening event!

The **costs** are calculated with the final billing and are per exhibitor:

Stand size up to 99 sq. m. 300.00 Euro (excl. VAT) per event  
 Stand size from 100 sq. m. 500.00 Euro (excl. VAT) per event

.....  
Location/Date

.....  
Signature

## Provisions and important information for evening events at the exhibition stand

### [Time frame specifications](#)

Evening events or celebrations at the stand must be registered with the enclosed form at the latest by **April 11<sup>th</sup> 2025** and require a written approval by the VDRK e. V.

There is no entitlement to the granting of the permit, as far as the law does not give rise to such approval. The event may start from 6:00 p.m. and must be completed by 10:00 p. m. at the latest. Until 10:30 p. m., it is possible to carry out necessary cleanup work on the stand. All persons must have left the exhibition centre by 11:00 p.m. at the latest. Only the area rented by you may be used for the event. All escape and rescue routes must be kept free at all times and may not be blocked by superstructures or storage areas.

### [Musical Performances \(GEMA\)](#)

Musical performances at the stand (from sound carriers or live) are only allowed from 6:00 p. m. You are responsible for obtaining the consent of GEMA. The volume of the sound must not exceed 90 db during the evening events.

### [Security service](#)

During the event, it must be ensured that aisles and adjacent stand areas are not included in the activities. In order to protect the neighbouring areas from unauthorised entry, damage, etc., the VDRK e. V. is planning a sufficient number of security staff. You will be held liable for any damages and cleaning costs that are incurred due to your event. Please observe the instructions of the security service employed by the VDRK e. V.

### [Costs](#)

During the evening event, the VDRK e. V. provides for the opening of the toilet facilities, parking spaces, the paramedics, the fire brigade etc. as well as for the necessary security service in the exhibition halls and at the entrances.

The costs of this will be charged with the final invoice and are calculated per exhibitor:

- 300.00 EUR plus legal VAT for a stand size up to 99 m<sup>2</sup> per evening event
- 500.00 EUR plus legal VAT with a stand size from 100 m<sup>2</sup> per evening event

### [Entrance for vehicles](#)

The entrance to the exhibition center for catering vehicles, event technology or music bands is possible from 4:00 p. m. without separate pre-registration via the open gates. The condition for this is that your event is registered and approved and that the occupants of the vehicle can legitimise themselves as participants of your event (e.g. by copy of the permit, catering order etc.). Please note that all vehicles must leave the fairgrounds at the latest 11:00 p. m. Vehicles that remain on the exhibition grounds after 11:00 p. m. will be removed for a fee for safety reasons. Please understand that the entrance to the exhibition grounds is only possible for delivery and transport vehicles. Cars and vehicles for passenger transport need to be parked on the designated parking spaces.

### [Contact for Inquiries](#)

If you have any questions about the organisational course of your evening event, please contact us:

**Phone: +49 (0) 561/207567-0**

**E-Mail: [info@rokattech.de](mailto:info@rokattech.de)**

The VDRK e. V. wishes you and your guests a lot of enjoyment and a successful and harmonious course of your evening event in advance.

**Unregistered stand parties will be charged with a 30 % surcharge!**