

Special Conditions of Participation

1. Organiser

An event organised jointly by the International Pig Veterinary Society (IPVS), the European College of Porcine Health Management (ECPHM) in liaison with the Veterinary Practitioner Council (VPC), Johannes Kauffold (JK) representing the Local Organizing Committee (LOC), and Leipziger Messe GmbH.

The organiser and contracting partner is

Leipziger Messe GmbH, Messe-Allee 1, 04356 Leipzig, Germany
Commercial register no.: Amtsgericht Leipzig, HRB 622
VAT identification no.: DE141497334
Business management: Martin Buhl-Wagner, Markus Geisenberger
Chairman of the supervisory board: Burkhard Jung, Lord Mayor of Leipzig

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2. Title of Event

IPVS & ESPHM 2024
27th International Pig Veterinary Society Congress &
15th European Symposium of Porcine Health Management

3. Venue

CONGRESS CENTER LEIPZIG
Seehausener Allee 1, 04356 Leipzig, Germany

4. Dates / Construction and dismantling / Opening hours

Duration of congress:
4 to 7 June 2024

Stand construction:
3 June, 7 a.m. to 4 June 2024, 1 p.m.

Stand dismantling:
7 June 2024, from 1 p.m. until 8 June 2024, 10 p.m. (non-stop)

Leipziger Messe reserves the right to restrict access by car during the event to a period of one hour, subject to a deposit. In the event of this time limit being exceeded, Leipziger Messe will retain this deposit. On the final day of the trade fair no transport vehicles (including cars) may access the Exhibition Centre site until after 11:30 a.m.

Opening times for exhibitors and stand personnel during the trade fair:
7 a.m. to 7 p.m. (access only with valid exhibitor pass)

Open to the general public during the trade fair:
Tuesday, 4 June 2024, 1 p.m. to 7 p.m.
Wednesday, 5 June 2024, 8 a.m. to 6 p.m.
Thursday, 6 June 2024, 8 a.m. to 6 p.m.
Friday, 7 June 2024, 8 a.m. to 1 p.m.

5. Application

(see General conditions of participation / 5.)

Start of stand allocation is December 2023.

6. Stand allocation

(see General conditions of participation / 7.)

Stand allocation will be managed on a first-signed, first-served basis, according to the date of online sponsor registration.

7. Withdrawal and non-participation / Cancellation and refund policy

(see General Conditions of Participation / 10.)

Cancellation of the registration is possible up to the point at which acceptance is notified. A cancellation fee of **260.00 EUR** plus VAT is payable. After admission has been granted, the sponsor may not withdraw.

8. Change address information

Leipziger Messe must be promptly notified in writing of any post-registration changes to company, correspondence and invoice address information. Changes that are applied after receipt of the first invoice will be subject to charges. The administration fee is **50.00 EUR** plus VAT.

9. Stand partition walls

There must be partition walls (h: 2.50 m; white plastic with reinforcement) around the stand area. Folding stands or similar constructions may be used additionally, these will not be recognised as partition walls, however. The mounting of displays, posters, and pictures on rented wall elements is only permitted through hanging or taping. Please do not nail, drill or drive screws into the wall elements!

10. Multi-storey structures

Multi-storey stand structures require prior authorisation in writing from Leipziger Messe GmbH. Leipziger Messe GmbH can give approval if the sponsor undertakes to adhere unconditionally to the Technical Guidelines and other requirements imposed by Leipziger Messe GmbH. An additional charge of **99.00 EUR/m²** plus VAT is payable for a second storey.

11. Attendance obligation

(see General Conditions of Participation / 7.3)

The sponsor is obliged to occupy the stand and staff it during all trade fair hours. The stand may not be broken down prior to the official dismantling period on the last day of the trade fair. Leipziger Messe reserves the right to charge a contractual penalty.

12. Exhibitor and congress passes

(allow admission on all days of the event)

The sponsors will receive congress passes free of charge as follows:

Platinum	= 6 congress passes, 6 tickets for stand staff
Gold	= 4 congress passes, 4 tickets for stand staff
Silver	= 2 congress passes, 2 tickets for stand staff
Bronze	= 1 congress pass, 1 ticket for stand staff
Supporting companies	= 1 ticket for stand staff

Further exhibitor passes can be obtained at the price of **330.00 EUR**. Further congress passes can be obtained at the price of **580.00 EUR** early bird rate (before 15 March 2024) or **710.00 EUR** regular rate.

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13. Multimedia advertising

(see General Conditions of Participation / 19.)

Demonstrations of exhibits and other advertising material in the style of a show, designed to attract visitors to the stand, are permitted only on the exhibitors' own stand area and may not disturb trade fair activity on the surrounding stands, particularly in terms of noise levels. The noise level may not exceed **65 dB (A)** at the edge of the exhibitor's own stand area.

14. Products – Handing out food and drink

(see General Conditions of Participation / 11.)

Exhibitors should observe and meet all applicable relevant regulations (catering, trading, foodstuff and hygiene regulation, law on foodstuff and commodity goods, regulation for beverage draught units) and the information sheet on minimum hygiene requirements for temporary food and drink facilities during trade fair at the Leipziger Messe.

Please stop serving foods and beverages 15 minutes before the event closes for the day.

15. Waste removal and cleaning

Sponsors must themselves ensure the removal of all waste that arises as a consequence of their participation in the trade fair. They may take advantage of the service package offered by the Leipzig Exhibition Centre for this, or order other individual services via the Online Service Center (OSC). Exhibitors will receive their login details for the OSC in February 2024.

During the construction and dismantling periods and during the trade fair itself, no waste may be left in the aisles or at the doors of the halls. Exhibitors are personally responsible for removal and disposal. Palettes and empty boxes can be stored at the Freight Forwarding Agency.

Contact for temporary storage and freight forwarding
Phone: +49 341 678-7244
E-mail: fairs.lej@dhl.com