

# Registration for Frankfurt Audio Business Lounge

(Trade visitor days: 14 -16 October 2020)

14 - 18 October 2020  
**FRANKFURTER  
BUCHMESSE**  
Guest of Honour Canada



Please enter all requested information in the appropriate fields of this fillable PDF form.



Please do not forget your signature.



Send us the completed form before **31 Mai 2020** via e-mail to Martina Barth [barth@buchmesse.de](mailto:barth@buchmesse.de).

## 01 Company details

Company name \_\_\_\_\_

Customer number (if known) \_\_\_\_\_

## 02 Registration

### The following is included in the price:

- / Table with 3 lounge chairs
- / Wall graphic at the Frankfurt Audio Business Lounge Wall (1x2 meters)
- / Table display with your company name
- / Wireless internet access
- / Charging stations in the lounge
- / Cafe service including premium voucher (can be redeemed for coffee/espresso at the Frankfurt Audio Cafe)
- / Water dispenser
- / Three exhibitor passes (including use of public transport)
- / Five 1-day trade visitor tickets (including use of public transport)
- / Entry in Exhibitor List

We would like to book the following in the Frankfurt Audio Business Lounge 2020

Number of tables: \_\_\_\_\_ 3 days 2,949.- € (price per table)

Marketing Fee (fee obligatory, for details see price list)..... 299,- €

Additional wall graphics \_\_\_\_\_ (price on request)

### Frankfurt Welcome Kit (500.- EUR)

Networking package for first-time exhibitors to start the fair (see details in price list and on [buchmesse.de/welcome-kit](http://buchmesse.de/welcome-kit))

The prices quoted are binding and do not include the corresponding VAT owed. The completed registration form shall be deemed a binding order. The rent is payable if the exhibitor, for whatever reason, should be prevented from attending the fair, or otherwise occupying the stand. If the exhibitor withdraws from the contract in writing after 2 April 2020, the cancellation fee is 100% of the rent.



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## 03 Company address

All relevant documents and information on the Frankfurter Buchmesse participation will be sent to the contact person named here. This contact person is also automatically designated as the administrator for Digital Services (see point 06). (Exception: in the case of an alternative contact person under "05 Mailing address")

Correspondence in      German      English

Company name \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Street, no. \_\_\_\_\_

\_\_\_\_\_

Postal code, City \_\_\_\_\_

PO Box \_\_\_\_\_

PO Box postal code, City \_\_\_\_\_

Country \_\_\_\_\_

Telephone \_\_\_\_\_

E-mail \_\_\_\_\_

Website \_\_\_\_\_

VAT number \_\_\_\_\_

Contact person      Ms      Mr

First name \_\_\_\_\_

Surname \_\_\_\_\_

Telephone \_\_\_\_\_

E-mail \_\_\_\_\_

## 04 Invoice address

The invoice will be issued to the address given here.

Same as company address

Correspondence in      German      English

Company name \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Street, no. \_\_\_\_\_

\_\_\_\_\_

PO Box \_\_\_\_\_

Postal code, City \_\_\_\_\_

PO Box postal code, City \_\_\_\_\_

Country \_\_\_\_\_

Telephone \_\_\_\_\_

E-mail \_\_\_\_\_

Contact person      Ms      Mr

First name \_\_\_\_\_

Surname \_\_\_\_\_

Telephone \_\_\_\_\_

E-mail \_\_\_\_\_



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## 05 Mailing address

All relevant documents and information on participation at Frankfurter Buchmesse will be sent to the contact person named here.

Same as company address

Correspondence in  German  English

Company name \_\_\_\_\_

PO Box \_\_\_\_\_

Postal code, City \_\_\_\_\_

PO Box postal code, City \_\_\_\_\_

Country \_\_\_\_\_

Street, no. \_\_\_\_\_

Telephone \_\_\_\_\_

E-mail \_\_\_\_\_

Contact person  Ms  Mr

First name \_\_\_\_\_

Telephone \_\_\_\_\_

Surname \_\_\_\_\_

E-mail \_\_\_\_\_

## 06 Using digital services

The digital services of Frankfurter Buchmesse include the **Exhibitor List**, entries in the **Calendar of Events** and **Exhibitor Ticket Portal**. Administrative rights are appointed to the contact person given under „Company address“ (or mailing contact) following prior registration at My Book Fair ([buchmesse.de](https://www.buchmesse.de)/login). Alternative contact persons for access rights to the services listed below can be given here (here a prior registration at My Book Fair is also required):

### Exhibitor List

Contact person  Ms  Mr

Name \_\_\_\_\_

First name \_\_\_\_\_

E-mail \_\_\_\_\_

### Calendar of Events

Contact person  Ms  Mr

Name \_\_\_\_\_

First name \_\_\_\_\_

E-mail \_\_\_\_\_

### Exhibitor Ticket Portal

Contact person  Ms  Mr

Name \_\_\_\_\_

First name \_\_\_\_\_

E-mail \_\_\_\_\_

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## 07 Tax exemption for companies outside of Germany

Exhibitors outside of Germany who are economically active as companies may, under certain conditions, be invoiced without value-added tax. Please provide the following information to enable an appropriate check:

With this registration we confirm that the address of the exhibiting company listed under O3 Company address is based in an EU country and is registered with the given VAT ID number.

As a commercially active company with its registered office outside of the EU, we provide with this registration proof of our status as an entrepreneur from the relevant authority.

We will submit the relevant certification to [vat@buchmesse.de](mailto:vat@buchmesse.de) as soon as possible.

The exhibiting company is not economically active in terms of VAT and is therefore not eligible for the above-mentioned review.

For more information, please visit [buchmesse.de/vat](http://buchmesse.de/vat).

## 08 Signature

By submitting this registration, we accept all aspects of the 2020 Terms & Conditions for collective stands and work centres of Frankfurter Buchmesse GmbH (download at [buchmesse.de/terms-collective-stands](http://buchmesse.de/terms-collective-stands)).

Company name \_\_\_\_\_

Name \_\_\_\_\_

\_\_\_\_\_

Date \_\_\_\_\_ Signature \_\_\_\_\_

## 09 How to submit this form

Please return the completed form to us via post, fax or e-mail: Frankfurter Buchmesse GmbH, Braubachstrasse 16, 60311 Frankfurt am Main, Germany, **Martina Barth, Telephone: +49 (0) 69 2102-266, Fax: +49 (0) 69 2102-46266, E-Mail: [barth@buchmesse.de](mailto:barth@buchmesse.de)**

### Exhibitor List

Your company profile for the Exhibitor List will be processed by our partner company Neureuter. After registering, you will receive an e-mail with all the necessary information. NEUREUTER FAIR MEDIA GmbH, Messe-Allee 2, 04356 Leipzig, Germany, Tel.: +49 (0)341 678-27782, E-mail: [neureuter@buchmesse.de](mailto:neureuter@buchmesse.de), Fax: +49 (0)341 678-27788.