



Please fill in all the mandatory fields in this PDF.



Make sure you date and sign the form!



Return the completed and signed form via e-mail to martens@buchmesse.de by **31 May 2023**.

01 Company details

Company name _____

Customer number (if known) _____

02 Registration

The price per booking within one of the Collective Exhibitions includes: Set-up, design and dismantling; staff support throughout the fair; tables and chairs for general use, cloakroom with storage space, lighting and power socket; 1 exhibitor pass per shelf unit, company name signage; entry in the Exhibitor Directory; advertisement in the Börsenblatt "Special" with reference to the Collective Exhibitions. **All prices are exclusive of VAT.**

Collective Exhibition Audio Books

First shelf unit (1 m width, 4 audio book shelves for max. 24 titles, 1 bench cabinet)	1.113,- €
Each additional shelf unit	1.059,- €
Marketing fee	119,- €

Herewith we book: _____ Shelf unit/s (Maximum 6 shelf units per exhibitor)

Collective Exhibition Independent Publishers

or

Collective Exhibition Self-Help Books

First shelf unit unit (1 m width, 4 book shelves, 1 bench cabinet)	1.113,- €
Each additional shelf unit	1.059,- €
Marketing fee	119,- €

Herewith we book: _____ Shelf unit/s (Maximum 6 shelf units per exhibitor)





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 _____

PO Box _____

PO Box postal code, City _____

Country _____

Telephone _____

Street, no. _____

E-mail _____

Website _____

Postal code, City _____

VAT number _____

Contact person

First name _____

Telephone _____

Surname _____

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 _____

PO Box _____

Postal code, City _____

PO Box postal code, City _____

Country _____

Street, no. _____

Telephone _____

E-mail _____

Contact person

First name _____

Telephone _____

Surname _____

E-mail _____



Registration Collective Exhibitions



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

First name _____

Telephone _____

Surname _____

E-mail _____

06 Using digital services

The digital services of Frankfurter Buchmesse include the **Exhibitor Directory**, 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/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 Directory

Contact person

Name _____

First name _____

E-mail _____

Calendar of Events

Contact person

Name _____

First name _____

E-mail _____

Exhibitor Ticket Portal

Contact person

Name _____

First name _____

E-mail _____





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 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.

08 Signature

By submitting this registration, we accept all aspects of the Terms & Conditions of Participation for Collective Stands, work centres and Workstations (download at www.buchmesse.de/files/media/pdf/terms-conditions-collective-stands-workcentres.pdf).

Company name _____

Name _____

Date _____ Signature _____

09 How to submit this form

Please return the **completed and signed** form via e-mail to: martens@buchmesse.de or via fax to: +49 (0)69 2102 277.