

# VALUE-ADDED TAX – DISCLOSURE OF INFORMATION

The German Sales Tax legislation (UStG) as amended on 1 January 2011 provides VAT-exempted invoicing of the relevant fair-related services for non-domestic recipients. We are required to collect the information listed below and ensure the storage of the relevant evidence data.

Please send us this document, completed and signed, at the same time as you submit your registration as an exhibitor or co-exhibitor.

If we have not received the requested information before issuing our first invoice, invoices will be sent including VAT.

- 1) Do you represent a business or an entrepreneurial enterprise pursuing commercial activities?  
 Yes  No

## Company Address (Exhibiting Company)

- 2) You registered with us using the following address (please complete):

Company name	Customer number, if known
Contact person	Street
Postcode/Town	PO box
PO box postcode/Town	Country

**Please note:** the following details refer only to the address of the recipient of the services; invoice addresses which differ from this are not relevant for the tax assessment process.

- 3) You are exhibiting on the booked area (Frankfurt Book Fair 2018) and confirm that you are the exhibitor resp. co-exhibitor and, therefore, also the recipient of services:  
 Yes  No

If you have ticked **Yes**, please submit the following evidence for your organisation's entrepreneurial/ your business status.

### For companies with their registered office within the EU:

Please enter the VAT ID number of the recipient of the services:

\_\_\_\_\_

### For companies with their registered office outside the EU:

Please enclose evidence of the corporate status of the exhibitor, e.g. (a copy of):

- extract of the national business register, or
- a letter from your tax authorities that proves you are/your organisation is registered with the inland revenue authorities, or
- your European VAT Identification Number, if your business is registered for one.

I confirm the accuracy and correctness of the above given information.

\_\_\_\_\_

Date

\_\_\_\_\_

Legally binding signature

\_\_\_\_\_

Name in printed letters

\_\_\_\_\_

Function

\_\_\_\_\_

Phone

\_\_\_\_\_

E-mail

Please send us this form at the same time  
as your registration  
by fax: +49 (0) 69 2102-46198  
or by E-mail an [vat@book-fair.com](mailto:vat@book-fair.com)

Questions? +49 (0) 69 2102-180

Company stamp:

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