

Special Terms and Conditions of Participation for the KWF Expo as part of the 19. KWF-Tagung in 2028

These Special Terms and Conditions of Participation apply only in conjunction with the General Terms and Conditions of Participation for events organised by KWF Expo GmbH

1. Organisational sponsorship, content development and forestry expertise

Kuratorium für Waldarbeit und Forsttechnik e.V. (KWF)
Spremlinger Strasse 1, 64823 Gross-Umstadt, Germany
Tel. +49 (0)6078/785-0, email: info@kwf-online.de

2. Organiser

KWF Expo GmbH
Spremlinger Strasse 1, 64823 Gross-Umstadt, Germany
Tel. +49 (0)6078/785-30, email: service@kwf-expo.de

3. Venue and dates

The 19. KWF-Tagung 2028 will take place from Wednesday 28 June 2028 to Saturday 1 July 2028 at the Nürburgring, Otto-Flimm-Strasse, 53520 Nürburg, Rhineland-Palatinate.

4. Opening hours

The KWF-Tagung consists of three parts:
the KWF Expo, the technical excursion and the congress.
The KWF Expo, with its special exhibitions, is open to visitors daily from 9.00 am to 6.00 pm.
For exhibitors and participants at the KWF Expo, the conference grounds are open from 7.00 am to 8.00 pm during the event.

5. Entry and deposit

A deposit of €200 in cash must be paid for vehicles entering the site. The deposit will be refunded provided that no more than 120 minutes elapse between entry and exit. On event days, the deposit will only be refunded if the vehicle has left the site by 8.45 am at the latest.

6. Registration deadline and late booking surcharge

The registration deadline is 31 January 2028.
Failure to meet the registration deadline will result in a surcharge of 20 per cent of the stand hire fee.
Furthermore, the organiser can no longer guarantee the full provision of its services. There is no legal entitlement to admission in accordance with clause 3.3 of the General Terms and Conditions of Participation.

7. Early-bird discount

For registrations received by the organiser by 31 March 2027, a 10 per cent discount may be granted on the stand space hire fee.
This is subject to the registration fee and all invoices being paid on time. Exhibitors are expected to cooperate without delay in the allocation of stand space.

8. Admission

8.1. Approved Exhibitors

All manufacturers, trading companies, service providers and organisations from Germany and abroad within the relevant product groups, as specified in the registration documents, will be admitted as exhibitors. In cases of doubt, the organiser shall decide.

8.2. Approved Exhibits/Exhibition Goods

New forestry machinery, equipment, tools and accessories in the broadest sense (e.g. EDP, IT technology, wood-fired heating systems, municipal technology or nursery products) are approved as exhibition goods in accordance with the product groups listed in section 8.1. Second-hand equipment may only be displayed in exceptional cases and with the organiser's written consent.

9. Prices

All prices quoted are net prices in euros. Value-added tax (VAT) at the rate applicable at the time of the event will be charged in addition, insofar as it is required by law.

9.1. Registration fee

The registration fee for a stand is EUR 450.00 and includes all administrative costs incurred as well as one on-site visit. Each additional on-site visit will be invoiced at EUR 250.00.
If you cancel your participation or withdraw your registration, the registration fee will not be refunded.

9.2. Stand hire fee

The stand hire fee covers the provision of the stand space during set-up, the exhibition period and dismantling, as well as the necessary

infrastructure services. The minimum stand size is 15 m² in the outdoor area and 12 m² in the hall.

Exhibitor hall	from 12 m ²	€185.00 / m ²
	from 30 m ²	€172.00 / m ²
	from 50 m ²	€159.00 per m ²
	from 100 m ²	€152.00 per m ²
	from 15 m ²	€124.00 per m ²
	from 50 m ²	€91.00 per m ²
	from 100 m ²	€78.00 per m ²
	from 200 m ²	€63.00 per m ²
	from 300 m ²	€55.00 per m ²
	from 400 m ²	€49.00 per m ²
Outdoor area	from 500 m ²	€45.00 per m ²
	from 600 m ²	€40.00 per m ²
	from 700 m ²	€36.00 per m ²
	from 800 m ²	€32.00 per m ²
	from 1,000 m ²	€30.00 per m ²
	from 1,300 m ²	€26.00 per m ²
	from 2,000 m ²	€22.50 per m ²

The stand hire fee includes the following services:

- General security (excluding stand security)
- General cleaning of the exhibition grounds and hall aisles (excluding stand cleaning)
- Exhibitor passes in accordance with point 13
- Medical and fire services during the event
- One standard electricity connection (230 V, 16 A)
- Standard listing in the exhibitor directory, on the conference website and in the conference app, including a logo and a maximum of 500 characters

9.2.1. Hall spaces

The stand areas in the halls are situated on heavy-duty flooring.

9.2.2. Outdoor areas

All stand areas in the outdoor grounds are situated on forest floors, meadows, gravel or tarmac surfaces. Stand construction must adapt to the natural conditions. The outdoor areas are divided into three categories based on the level of effort required for stand design.

• Category A

These premium areas offer ideal conditions for efficient stand construction. The predominantly level, partly paved areas are free of ditches, trees and tree stumps, thereby reducing the planning and construction effort.

A surcharge of 12 per cent on the stand hire fee specified in clause 9.2 applies to these areas.

• Category B

These areas offer standard conditions for stand construction in the open-air exhibition area.

• Category C

These economy areas offer a cost-effective alternative for exhibitors with flexible stand concepts. Due to the natural terrain (e.g. slopes, ditches, reduced stand depth, etc.), increased demands may be placed on planning and construction.

For these areas, a 15 per cent discount is granted on the stand hire fee specified in clause 9.2.

9.3. Prices for demonstration areas

Demonstration areas – usually situated behind the regular stand area or in its vicinity – can be hired for practical demonstrations and functional displays.

The terms and conditions for demonstration areas depend on the size booked and the nature and scope of the planned demonstrations, and can be obtained from the organiser on a case-by-case basis.

9.4. Co-exhibitor fee

A flat-rate fee is charged for co-exhibitors. This amounts to EUR 960.00. Co-exhibitors do not receive a demonstration area or access to the service shop.

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The fee includes a standard listing in the exhibitor directory, on the conference website and in the conference app, featuring a logo and a maximum of 500 characters, as well as two exhibitor passes.

Who may or must be registered as a co-exhibitor is set out in clause 9 of the General Terms and Conditions of Participation.

9.5. Other fees

The fees for changes made after the order confirmation has been issued – such as a different stand location, a change to the stand size or cancellation of the stand – are set out in the General Terms and Conditions of Participation (clauses 3.2.1 and 11).

10. Terms of payment

10.1. Confirmation of registration

Along with the registration confirmation, the exhibitor will receive the invoice for the registration fee. Payment of the registration fee is a prerequisite for the submission of a stand proposal or the arrangement of an on-site appointment.

10.2. Order Confirmation

Upon receipt of the order confirmation, the exhibitor will be invoiced for the stand hire fee (plus any charges for demonstration areas or co-exhibitors). Provided the order confirmation is issued before 1 December 2027, the exhibitor may initially be invoiced for a deposit amounting to 35 per cent of the stand hire fee. The remaining balance or full invoice will be issued 6 months before the start of the event.

10.3. Due dates for invoices

Invoices are due on the date stated on the respective invoice and are payable without deduction. All payments must be made in euros, with the details of the invoice number provided.

A claim to the allocated stand space shall only arise once the invoices have been paid in full. Proof of payment must be provided by the exhibitor.

10.4. Invoice recipient

If the exhibitor specifies a different billing address on the registration form, they authorise the person or company named to receive the invoice and any other payment requests. This does not release the exhibitor from their payment obligation.

10.5. Changes

The organiser will charge a processing fee of EUR 85.00 for subsequent changes to the invoice for which the exhibitor is responsible.

10.6. Dispatch

The exhibitor consents to the organiser sending invoices by email (electronic invoicing). If the exhibitor does not wish to receive invoices electronically, they may object to this in writing or in text form.

11. Insurance

The exhibitor is obliged to ensure that they have adequate insurance cover. The provisions on this matter in sections 15 and 16 of the General Terms and Conditions of Participation must be observed.

Proof of insurance must be provided to the organiser on request.

12. Set-up and Dismantling

12.1. Start of set-up

• Outdoor area:

Monday 19 June 2028, 8.00 am

Subject to prior registration, an earlier set-up time may be arranged with the organiser. Infrastructure services, such as electricity, toilets and general security, will only be available from the official start of set-up.

• Hall spaces:

Sunday 25 June 2028, 8.00 am

Exhibition stands for which set-up has not commenced by 9.00 am on 27 June 2028, and for which no written notification from the exhibitor regarding a later set-up date has been received, will be arranged by the organiser, unless otherwise specified. Any costs arising from this shall be borne by the exhibitor.

12.2. Official inspections and approvals

Regulatory approvals and permits must be successfully obtained by the end of the set-up period. Official working hours and deadlines must be observed.

12.3. End of Set-up

Tuesday, 27 June 2028, 4.00 pm

Set-up must be completed by the end of the set-up period at the latest, and the stand must be cleared of all packaging materials.

We strongly recommend that you do not leave the set-up until the very last day!

12.4. Start of dismantling

Saturday 1 July 2028, 6.00 pm

No stand may be cleared, either in whole or in part, before the end of the event. Exhibitors who contravene this rule shall forfeit a contractual penalty to the organiser amounting to half the net stand hire fee. Any further claims for damages remain unaffected.

Vehicle movements on the final day of the event are generally only permitted from 6.30 pm. Entry to the event site on this day is only possible from 7.30 pm. The organiser reserves the right to impose a contractual penalty of EUR 2,500 in the event of non-compliance with this rule.

12.5. End of dismantling

• Outdoor area:

Wednesday 5 July 2028, 7.00 pm

A later dismantling time may be agreed with the organiser subject to prior notification. Infrastructure services, such as electricity, toilets and general security, will no longer be available after the official end of dismantling.

• Indoor areas:

Monday 3 July 2028, 7.00 pm

Any stands not dismantled or exhibition items not removed by this deadline will be removed by the organiser at the exhibitor's expense. The organiser will arrange for the items to be stored or returned to the exhibitor, excluding any liability for loss or damage.

Any work required to restore the exhibition areas or the stand must be completed by the end of the dismantling period.

12.6. Return of the stand

Once dismantling is complete, the space must be handed back to the organiser.

The exhibitor is obliged to return the area or the stand in the condition in which they took it over. If they fail to fulfil this obligation by the deadline for the completion of dismantling, the organiser is entitled to have the original condition restored at the exhibitor's expense.

13. Exhibitor passes

Each exhibitor will receive 3 free exhibitor passes for the necessary stand and service staff.

For a stand area of 20 m² or more, one additional exhibitor pass is provided for every 10 m² or part thereof:

- from 50 m², one additional pass for every 50 m² or part thereof
- from 300 m², one additional pass for every 100 m² or part thereof
- from 1,000 m²: one additional pass for every 200 m² or part thereof
- from 2,000 m², one additional pass for every 500 m² or part thereof

Co-exhibitors receive 2 free exhibitor passes.

These passes are valid for the duration of the event. The passes are personalised but are transferable. In the event of misuse, the pass will be withdrawn without replacement.

In addition, any further exhibitor passes required may be purchased by authorised persons at a price of EUR 30.00. The maximum number of exhibitor passes that may be purchased at is limited to 100 per cent of the passes to which the holder is entitled free of charge.

14. Assertion of claims/limitation period

Claims by the exhibitor must be submitted in writing to the organiser no later than 14 days after the end of the event; claims made after this deadline will not be considered and shall lapse.

15. Damage

Any damage must be reported immediately in writing to the event management.

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The same applies to damage on the event site (to trees, roads, paths and the hall). As evidence, damage must be recorded in writing and documented with photographs.

16. Severability clause

The individual provisions of these Special Terms and Conditions of Participation shall be effective independently of one another. Should any provision be invalid, this shall not affect the validity of the remaining provisions.

