SAFETY REGULATIONS
FOR EVENTS

Current as of: January 2013

The Safety Regulations remain subject to change, where concerning CityCube Berlin, due to ongoing construction developments and the corresponding approval procedures.
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## House Rules


Preamble/Scope

These safety regulations shall apply to trade fairs, conventions and special events which entail decoration; which require the erection of rostrums, performance areas, stages and grandstands; which necessitate the assembly of technical stage, studio and lighting equipment; and which involve activities which are fire hazards.

Additional requirements regarding safety and fire protection for an event may be specified by planning and building authorities, the police, fire protection authorities and Messe Berlin GmbH (hereinafter Messe Berlin), if it is determined that based on the type or scope of the intended event, persons and property would be subject to a higher amount of risk.

The structure and content of these security regulations has been agreed to by the seven largest convention centres in Germany, the “SevenCenters of Germany”. In particular cases, specific deviations may arise due to differences in state law or local structural conditions. These safety regulations conform to the rules and provisions of the Berlin Operation Regulations (hereinafter BetrVO) as well as the building permit and licensing conditions for the ICC and the Messe Berlin premises.

The provisions set forth in the “Exhibition Regulations” shall also apply to the erection of single-story exhibition stands (standard modular systems) within the scope of conventions and special events. The Messe Berlin GmbH “Technical Guidelines” (available to download online) must also be complied with for other types of trade fair booths. Upon request the customer will be sent the “Exhibition Regulations” and the Messe Berlin GmbH “Technical Guidelines”.

Messe Berlin’s contractual partner, who shall hereinafter be exclusively referred to as the “Organizer”, shall warrant that safety regulations will be complied with by all of those persons and firms commissioned with the planning and execution of the event.

1. Reporting and Licensing Obligations

1.1 Duty of Disclosure Before the Event

The Organizer shall provide Messe Berlin with the following information at least 6 weeks before the event for reasons of safety and in order to best prepare for and execute the event (the “Mandatory Information Regarding Your Event” form):

- The name of the responsible event manager;
- Whether this person will be accompanied by “responsible technicians” who are charged with supervising assembly and dismantling work as well as the event itself;
- The size and arrangement of any performance areas/stages/grandstands, runways, prosceniums, rostrums and similar constructions;
- The anticipated number of visitors and expected audience profile (peaceful, normal, difficult);
- Whether technical equipment for stages, studios, lights, or any other technical devices will be brought in (submission of a load diagram);
- Whether technical equipment must be moved or refitted or reassembled during the event;
- Whether movement of technical equipment or artistic performances will take place within or above the auditorium;
- Whether the event will include activities constituting a fire hazard/pyrotechnics effects, the operation of laser equipment or fog machines (additional licensing requirements will be required);
- Whether ornamentation/decorations/fixtures/props will be used (flammability ratings must be established);
- Whether a guest performance test and certification logbook will be available for the event;
- Whether a “technical rehearsal” before the event is planned by the Organizer.

In preparation for the event, Messe Berlin shall conduct a risk assessment based on information provided by the Organizer, which will be used to plan and determine the necessity and the number of qualified event personnel and any external public safety personnel (firefighters, paramedics, security) (cf. 34 through 37 BetrVO). If the Organizer does not submit the required information on time or submits incomplete information, then it will generally be assumed that the risk associated with the event will be high. Any and all additional costs that are accrued therefrom (in particular staffing costs for security personnel) shall be borne by the Organizer. Any inaccurate information that has been provided can result in restrictions, rejections or the cancellation of the event.

1.2 Technical Rehearsals, Guest Performance Test and Certification Logbook

In principle a nonpublic technical rehearsal incorporating the entire set must be conducted before any public performance, if the performance areas used cover more than 200m² in surface area or the guest performance or event will be conducted using their own set construction. This is unless, due to the type of event or scale of the stage set, this can be waived (provided there is no safety issue). Messe Berlin will decide whether a rehearsal can be waived based on the above information contained in subsection 1.1 (in accord with the building supervisory authorities). If a technical rehearsal cannot be waived then the Organizer must coordinate and schedule a date for a technical rehearsal with Messe Berlin in good time. For guest performance events where there is a guest performance test and certification logbook there will be no need to have a technical rehearsal. The guest performance test and certification logbook must be submitted to the building authority at least 2 weeks before the event.
1.3 Permits and Approvals by Authorities

Generally all events which are conducted in ICC / CityCube Berlin / Messe Berlin are subject to approval by building and planning authorities. Any intended event layout, erection of superstructures, seating arrangements and occupancy of the leased premises must be submitted via Messe Berlin to the building supervisory authority for approval of emergency routes and seating plans. Each subsequent amendment affecting emergency routes and seating plans (e.g. through changes to the arrangement of visitor spaces) shall require Messe Berlin’s express consent, the standard additional approval from the building authorities and the issue of a permit at the Organizer’s expense. The building supervisory authorities and the fire department in Berlin must issue their approval before the event. Exceeding occupancy capacities in assembly rooms is strictly prohibited and will lead to an immediate termination of the event. It is the Organizer’s responsibility to monitor occupancy in the assembly rooms and to avoid exceeding legal occupancy capacities.

1.4 Risk and Expense of Activities Subject to Reporting and Licensing Obligations

All building, fire and police reporting and licensing procedures which are required for the event shall be conducted through Messe Berlin. The duration and cost of the permit and licensing procedure including any risk that the event will not receive approval shall be completely borne by the Organizer. For all other intended activities which are subject to reporting and licensing obligations (e.g. pyrotechnics, laser equipment, etc.) the Organizer may be required to furnish documents, plans, attestations, test certificates, expert opinions, as well as technical approvals regarding construction and fire protection. The Organizer shall carry out any required corresponding obligations of notice and approval for a regulatory agency at his or her own expense. Copies of applications/notices and permits/approvals shall be furnished to Messe Berlin for its review in good time before any installation shall commence.

2. Responsible Persons

2.1 Responsibility of the Organizer

The Organizer is responsible for the programme of an event and its safe and smooth running. The Organizer must ensure that the maximum authorized occupant capacities in the available event spaces and areas are not exceeded. Exceeding occupancy capacities is strictly prohibited. The Organizer must maintain adequate safety precautions in meeting spaces for the term of use especially with regard to any decorations, fixtures, props, superstructures or installations, suspensions, cables laid, and any technical stage, studio or lighting equipment which is provided either by the Organizer or a third party. The Organizer must maintain compliance with the provisions of these safety regulations for all articles and materials brought onto the premises, as well as the operational regulations contained in BetrVO and accident prevention regulations, in particular UVV BGV C1 “Staging and Production Facilities for the Entertainment Industry”. The Organizer must comply with all other laws and regulations applicable to the event especially the German Protection of Minors Act, state and federal law governing Sundays and public holidays, the German Working Time Act, (AZG), the German Work Protection Act, state smoking laws, and the German Federal Trade Regulations, in addition to legal provisions regarding noise pollution.

2.2 Responsibility of the Event Manager

The Organizer must designate an Event Manager who is authorized to make decisions on their behalf and communicate them to Messe Berlin (see subsection 1.1) and who must be present during the entire duration of the event. The Event Manager must take part in a joint inspection of the venue and become familiar with event locations including escape routes and emergency exits. Upon Messe Berlin’s request, the Event Manager must partake in an orientation/briefing about safety regulations that must be adhered to before commencement of the event. The Event Manager is responsible for ensuring that the event is conducted in a proper and safe manner. The Event Manager must be present at all times during the event, must be available at all times, and must make requisite decisions in conjunction with the specified contact person for Messe Berlin, the public authorities and emergency and security personnel (fire department, police, building authorities, municipal licensing and regulation authorities for public events, paramedics) when required. The Organizer’s Event Manager shall discontinue the event if persons in assembly spaces are placed at peril, if necessary technical safety equipment, devices or facilities are not operating properly, or if the provisions of BetrVO are not (or cannot be) adhered to. The Event Manager shall receive support and assistance from a contact person specified by Messe Berlin.

2.3 Responsible Technicians, Qualified Personnel for Event Equipment

The Organizer is responsible for providing qualified technicians and personnel responsible for event equipment at their own expense, according to the provisions of the following specifications or the BetrVO (the “Mandatory Information Regarding Your Event” form):

At least one “responsible technician” must manage and supervise the assembly and dismantling of any stage, studio and lighting equipment for events having more than 5000 visitor spaces or performance areas covering more than 200m² and any technical rehearsals. For events with fewer than 5000 visitor spaces or performance areas for assembly and dismantling activities covering an area between 50m² and 200m² it is sufficient to only have one qualified staff member who is responsible for event equipment.
There must be two responsible technicians present for dress rehearsals, events, broadcasts or recordings of events in venues possessing more than 5000 visitor spaces or for performance areas covering more than 200m². For events with fewer than 5000 visitor spaces or performance areas covering an area between 50m² and 200m² it is sufficient to only have one qualified staff member who is responsible for event equipment.

**Exception:** If the safety and proper operation of technical stage, studio and lighting equipment, as well as all other technical equipment in assembly spaces has been tested before the event by the responsible technicians or qualified personnel; if by virtue of the type and course of the event no risk of harm is to be expected; and if any such equipment will not be moved or otherwise altered during the event, then based on a risk assessment conducted by Messe Berlin, in specific cases the required technical supervision may be performed by one qualified person or “a person charged with monitoring and supervision”. This presupposes that the supervisory person is familiar with the technical equipment.

### 2.4 Responsibility of Messe Berlin

Messe Berlin and its agents are authorized and obligated to carry out spot checks as to whether the provisions of BetrVO and these safety regulations are being complied with by the Organizer. For this purpose the Organizer must grant access to event rooms and spaces at all times.

### 2.5 Safety and Security Services

Messe Berlin shall provide safety and security services. The number of necessary safety and security personnel will be determined according to the type of event, the number of visitors, potential risks associated with the event, and by any additional requirements from building and municipal licensing authorities. Safety and security services shall be performed as required pursuant to BetrVO.

### 2.6 Enforcement of Domiciliary Regulations

Within rooms and spaces under its control the Event Manager, in addition to Messe Berlin, shall impose, on behalf of the Organizer, domiciliary regulations on visitors to the event and any commissioned third parties on the basis of these safety regulations and applicable house rules. Messe Berlin shall continue to be authorized to enforce house rules against the Organizer, visitors and third parties for the term of use of event rooms and spaces according to the following provision. Commissioned security personnel shall assist and support in the enforcement of domiciliary regulations.

Violations of house rules, safety regulations, legal provisions applicable to the event, or of administrative orders from the authorities are to be immediately stopped by the Organizer and their Event Manager. Messe Berlin shall be authorized to undertake a substitute performance at the Organizer’s expense, should the Organizer remain inactive after having been requested to undertake measures to prevent any continued violation. If a substitute performance is impossible or unreasonable, the Organizer refuses to permit substitute performance, or the Organizer refuses to assume any costs therefore, then Messe Berlin may, as a last resort, evict the Organizer and retake possession of all event areas. If the Organizer does not comply with the corresponding requests and demands, then Messe Berlin shall be entitled to stop the event and vacate the premises at the Organizer’s risk and expense.

### 3. Technical Safety Operating Provisions

#### 3.1 Traffic Regulations, Emergency Routes, Safety Facilities

##### 3.1.1 Vehicle Traffic on the Premises

Vehicle access to the ICC commercial yard is located within the Berlin low-emission zone *(Umweltzone)*, which may only be traversed if a vehicle has been issued a valid low-emission zone sticker (level 4, green). German Traffic Regulations (STVO) are applicable on Messe Berlin’s premises. All vehicle operators must observe prescribed speed limits. Driving vehicles on the premises shall occur at the operator’s own risk. Messe Berlin has the right to inspect vehicle cargo space and any containers carried by individuals at entry and exit points to the premises. A security deposit must be made upon entry in order to ensure the smooth operation of traffic on the Messe Berlin premises. If the vehicle does not leave the premises by the scheduled time, Messe Berlin shall be entitled to retain the security deposit. Depending upon the development and status of assembly and dismantling activities for simultaneously occurring events, the grounds may be temporarily closed to motor vehicle traffic.

##### 3.1.2 Forklifts and Lift Trucks

The operation of forklifts and electrically operated lift trucks is prohibited in ICC lobby areas and halls, CityCube Berlin level 3 and lobby areas, areas inside the Palais am Funkturm, the Funkturm Lounge, hall 7.3 and the Großer Stern. Palettes or similar cargo
may be transported using manually operated devices (e.g. manual lift trucks) as long as the total load does not exceed 2.5kN (approx. 250kg). The Organizer and its contractors must familiarize themselves with permissible floor loads and floor features before transporting any loads upon Messe Berlin grounds.

3.1.3 Traffic Control Areas for Fire and Rescue Services

Parking restricted access routes for emergency vehicles and personnel as well as deployment areas must be kept clear for access by fire and rescue personnel. Vehicles and objects blocking emergency routes and safety areas will be removed at the risk and expense of the owner.

3.1.4 Emergency Exits, Emergency Hatches, Corridors, Aisles

Emergency routes must be kept clear at all times. Doors along escape routes must not be obstructed from being opened easily and fully. It is prohibited to block, cover, or in any way impede the recognition of escape routes, exit doors and emergency hatches. Corridors and aisles may not be restricted at any time during any work for assembly or dismantling or during the event itself by any objects placed or protruding therein. The corridors and aisles serve as emergency routes in the event of an emergency. Fire and smoke protection doors may not be propped open with blocks or any other objects.

3.1.5 Safety Installation Equipment

Fire alarms, hydrants, fire extinguishers and fire controls, smoke dampers, triggering points for smoke vent equipment, smoke detectors, telephones, inlet and outlet air openings for heating and ventilation systems, smoke extraction systems, as well as any signs for such equipment and any green emergency exit signs must be accessible and visible at all times; this equipment may not be blocked, covered or in any way made unrecognizable.

3.1.6 Conga Lines, Dances or Similar Activities

Due to structural reasons dances on stairs and upper galleries in the Palais am Funkturm and in the Marshall Haus are not permitted. The same prohibition applies to all areas of the Palais and the Marshall Haus for dances in which performers simultaneously stomp or jump.

3.2 Installations and Superstructures for Events

3.2.1 Messe Berlin Technical Installations

Generally all existing and permanently installed technical building equipment may only be operated by Messe Berlin personnel or associated service providers under contract with Messe Berlin. This also applies to all Messe Berlin utilities connections (e.g. electricity, water, telecommunications). Unless otherwise agreed to, the Organizer shall have no right to demand that Messe Berlin remove any of its own installed technical equipment from event spaces.

3.2.2 Organizer’s Technical Installations

Any technical equipment brought onto the premises by the Organizer or their contractors must conform to the generally accepted technology standards, in particular to any requirements contained in accident prevention provisions BGV C1 and BGV A3 with respect to safety and functionality. Electrical (control) units must not be accessible to visitors and must be appropriately secured. The Organizer and their contractors must ensure that during the course of any assembly and dismantling activities that they do not impede or endanger each other. Where necessary the Organizer shall specify coordinators (the “Mandatory Information Regarding Your Event” form) who shall coordinate activities.

3.2.3 Suspensions

For reasons of safety, suspensions from the ceiling and trusses may only be carried out by service partners under contract with Messe Berlin. The Organizer must inform and coordinate with Messe Berlin about any required suspensions before the event (see subsection 1.1). Suspensions shall be affixed according to generally accepted technology standards. Specified load-bearing capacities must be observed. In case of doubt, a structural assessment of the suspension will be commissioned, the cost of which shall be borne by the Organizer.

It must be guaranteed using suitable technical and organization measures that D8+ pulley chain hoists do not pose a danger to persons at any time after installation, according to IGVS SQ P2. Messe Berlin reserves the right to undertake additional safety measures with respect to D8+ pulley hoist chains in any given case.

3.2.4 Installations, Superstructures, Grandstands, Rostrums, Stairs, Performance Areas and Special Construction

All installations and superstructures within assembly spaces as well as the construction of any freestanding “temporary structures”
on open-air ground are subject to notification and approval (see subsection 1.3). The operation of technical fire protection devices (e.g. automatic firefighting equipment, smoke aprons, etc.) may not be impaired by installations and superstructures. Installations and superstructures must be built so that dynamic oscillations will not compromise structural integrity. The subflooring of the floors of rostrums, performance areas and grandstands must be composed of noncombustible building materials. Easily inflammable materials or those which, when ignited, drip when burning or emit toxic gases, may never be used. DIN 4102 or EN 13501-1 standards (Fire Classification of Construction Products and Building Elements) must be observed. Proof of an official testing certificate for the classification of building materials and required material characteristics may be requested. If the installation or superstructure is a freestanding “temporary structure”, then this must be certified by the appropriate institution (in Berlin by the TÜV – Technical Inspection Authority). Messe Berlin, who will hire a building inspector, must be notified of their use at least two weeks before the start of construction. A construction report or alternatively a certified structural analysis must be submitted to Messe Berlin no later than the date of inspection.

3.2.5 Carpets and Flooring

Carpets or other floor coverings must be laid so that there is no danger of tripping, slipping or falling. Carpets and other floor coverings must be laid so as to avoid accidents. Only adhesive tape may be used to fix flooring, which must leave no residue when removed. Self-adhesive carpet tiles are not permitted. All materials used must not leave any residue when removed. The same applies to substances such as oil, grease, paint, etc. Floors may not be painted. Messe Berlin will charge the Organizer a cleaning surcharge for unacceptable levels of mess or hard-to-remove adhesive materials.

3.2.6 Barriers

If standing room is planned in front of concert performance areas then a safety fence must be erected between the area for concertgoers and the stage so that at least a 2m wide corridor is created for security and rescue personnel.

If standing room is planned in front of concert performance areas for more than 5000 concertgoers, then at least two additional safety fences (barriers) must be erected in front of the staging area, so the standing room area may only be accessed from the side. The safety fences (barriers) must be set at least 5m apart from each other at the sides and at least 10m over the breadth of the stage. Upon application the building supervisory authority will issue exemptions in specific cases that affect the construction and arrangement of safety fences (barriers).

For concerts with fewer than 5000 standing spaces, appropriate safety fences (barriers) need to be erected, if this is necessary given the type of event and the audience members expected. Any decisions regarding this will be made by Messe Berlin based on its risk assessment, in the absence of official instructions.

The Organizer shall bear any costs associated with the erection and removal of barriers and any possible applications for exemptions made to any authorities.

3.2.7 Glass

Glass constructions may only be erected using safety glass. Edges of glass panes must be shaped or protected to ensure that they pose no danger of injury. Glass components at eye-level must be clearly marked.

3.2.8 Bolts, Holes, Nails and Paints

The insertion of bolts, fastening mounts or nails as well as the drilling and creation of holes is prohibited, regardless of location. Bolt or stud guns are likewise not permitted. The painting of structures, parts and equipment belonging to Messe Berlin is prohibited.

3.3 Decorations, Fixtures, Props

3.3.1 Decorations

Material and curtains used to decorate the event must be made of flame retardant material (B1 according to DIN 4102 or at least Class C material according to EN 13501-1). Decorations in necessary corridors, aisles and stairwells (emergency escape routes) must be made of noncombustible materials (A according to DIN 4102 or A1 according to DIN EN 13501-1). Materials which are continually reused must be retested for flammability and if necessary recoated with a flame retardant substance. Proof of an official testing certificate regarding the required material characteristics may be requested.

All materials brought onto the premises must be kept far enough away from sources of heat, ignition and lights so that they do not catch fire. Decorations must be attached directly onto the walls, ceiling or equipment. Free hanging ornamentation is only permitted if hung at a distance of at least 2.50m above the floor (out of arm’s reach) and if it does not impair the effectiveness of automatic firefighting equipment. Decorations made from natural plants are only allowed inside buildings while they are fresh. Bamboo, reed, hay, straw, bark mulch, turf, (fir) trees without roots or similar materials do not meet the aforementioned
requirements. Messe Berlin shall decide upon exemptions in coordination with the relevant authorities.

Use of balloons filled with safety gas and other flying objects in the halls and open-air areas must be approved by Messe Berlin before the event takes place.

3.3.2 Fixtures

Fixtures that are part of a stage or set, such as wall, floor and ceiling elements, must be made of flame-retardant materials. The corresponding certificates with respect to the flame retardancy of objects must be furnished to Messe Berlin upon request.

3.3.3 Props

Props are objects and items for the stage or set. They must be made of materials that have at least a normal level of flammability.

3.4 Special Fire Safety Provisions

3.4.1 Open Fire, Combustible Liquids, Gases, Pyrotechnics, Smoke

The use of open flames, combustible liquids, pyrotechnic objects, smoke or fog, explosive materials and other highly flammable substances is prohibited. This proscription shall not apply, provided that such use is justified by the type of event, and in isolated cases in which the Organizer has coordinated the necessary fire prevention measures with Messe Berlin and the authorities. The use of pyrotechnic articles must be approved by the authorities and must be monitored and supervised by an explosives expert as defined by German laws governing explosives. Proof must be furnished as to the licensed permit holder, qualification certificate, insurance certificate (pyrotechnic public liability insurance) and permit issued by the authorities. The Organizer shall bear the costs for obtaining all official permits and safeguarding the event for the use of pyrotechnics. The use of any kind of flammable gas is prohibited according to building supervisory authorities.

3.4.2 Candles, Kitchen and Heating Facilities

The use of candles and similar light sources as table decoration as well as the use of open fire in specially designated kitchen facilities for the preparation of meals is permissible upon Messe Berlin’s consent (“contained candlelight”). Candleholders and similar objects must be stable.

3.4.3 Combustible Packing Materials and Waste

The Organizer must promptly remove combustible packing materials from assembly spaces. Under no circumstances may packing material, waste or residual materials be stored on or under stages, grandstands or rostrums.

3.4.4 Vehicles with Internal Combustion Engines

Notification and approval shall be required for vehicles with internal combustion engines in assembly spaces. As a rule the amount of fuel in the tank is restricted. The contents of the tank will be made inert by a service provider authorized by Messe Berlin at the Organizer’s expense (who will fill the tank with noncombustible gas). The fuel tank cap must be locked and the battery disconnected. Additional safety measures may be required.

3.4.5 Work Involving Fire, Welding, Abrasive Cutting, High Temperatures

All types of “work involving fire and high temperatures” are prohibited in assembly spaces. An exception to this rule may only be made upon the prior written consent of Messe Berlin and is subject to charges for safety measures.

3.5 Occupational Health and Safety and Environmental Protection

Messe Berlin regards itself as obligated to ensure the health and safety of all persons in assembly spaces and to protect the environment. As Messe Berlin’s contractual partner, the Organizer must ensure that all occupational health and safety regulations and environmental protection provisions are also followed by their independent contractors and business associates on Messe Berlin premises.

3.5.1 Occupational Safety

All assembly and dismantling work shall be conducted in compliance with valid occupational safety and accident prevention rules and regulations, especially UVV BGV A1 and UVV BGV C1. The Organizer and its contractors are each responsible for complying with accident prevention and occupational safety rules and regulations. The Organizer and its contractors must ensure that during the course of any assembly and dismantling work that no other persons present in the assembly spaces are endangered. The
Organizer is responsible for ensuring that work activities are suitably coordinated to the required extent (the “Mandatory Information Regarding Your Event” form). If this is not possible, then work activities must be discontinued and Messe Berlin notified.

3.5.2 Noise Exposure, Ear Protection

Organizers of music performances which are expected to produce high noise levels (loud volumes) must themselves determine whether and which measures need to be undertaken in order to avoid harm to the audience. These requisite measures must be undertaken independently by the Organizers. The Organizer is responsible for taking reasonable steps to limit sound volume levels so that neither the audience nor any third parties are harmed during performances (“acute hearing loss” or similar injuries). As a generally accepted technology standard, DIN 15 905 “Event Technology – Sound Engineering” Part 5 contains “measures to prevent the risk of hearing loss to the audience by exposure to high level volumes using electro-acoustic sound systems”. The Organizer must comply with this standard. Moreover, the Organizer must have sufficient quantities of ear protection (e.g. earplugs) available and provide them to visitors upon request, if it cannot be guaranteed that high noise levels will not injure listeners. This must be clearly indicated in the entrance area to the venue.

3.5.3 Laser Equipment

Messe Berlin must be notified about and agree to the use of laser equipment. Laser equipment must satisfy the requirements of DIN EN 60825-1 “Safety of Laser Products”. Classes 3b and 4 of laser equipment must be reported to the responsible supervisory authority (LAGetSi) prior to operation and tested by a publicly appointed and certified testing facility (TÜV) for technical safety. The certificate of safety must be given to Messe Berlin before the event/operation. The specific appointment of an authorized person responsible for the safe handling of laser equipment on site must accompany the notification in writing.

3.5.4 Smoking Ban (No Smoking Law)

The “Protection of the Public from Passive Smoke Act” (No Smoking Law - NRSG) has been in force in Berlin since January 2008. There is a general smoking ban in place within the ICC and the rooms and halls of Messe Berlin. The Organizer must enforce this smoking ban during the preparation and disassembly of the event as well as during the event. The Organizer shall indemnify and hold Messe Berlin nonculpable in the event of any and all claims asserted against it in connection with a violation of the smoking ban.

3.5.5 Handling Waste

In accordance with the German Recycling and Waste Management Act (Kreislaufwirtschafts- und Abfallgesetz, KrW-/AbfG) the production of waste within the scope of assembly and dismantling activities as well as during the event is to be avoided as far as possible. Unavoidable waste must be disposed of in an environmentally sound manner (recycling preferred over garbage disposal). The Organizer is required to contribute effectively in this matter.

The Organizer must ensure that all materials (ornamentations, packaging, decorations, etc.) as well as installations and superstructures that have been brought onto the premises for use in assembly spaces by either themselves or their contractors are completely removed after the end of the event. Only materials that cannot be reused (and therefore constitute waste) must be disposed of for a fee using Messe Berlin’s disposal system. Messe Berlin must be immediately notified if specialized waste is produced (waste requiring specialized disposal and supervision) so that specialized disposal services can be arranged through an approved Messe Berlin service partner.

3.5.6 Sewage

The disposal of solid or liquid waste via the wastewater system (toilets, drains) is strictly prohibited. If mobile catering units are used, then attention must be given to separately collecting and disposing of oil and grease. Cleaning work must be carried out using biodegradable products.

3.5.7 Environmental Damage

Environmental damage/pollution on the premises (e.g. leaking gasoline, oil, hazardous substances) must be reported immediately to Messe Berlin.

3.5.8 Noise Protection for Nearby Residents

The event must not generate unreasonable noise pollution for surrounding residents. Applicable state laws and regulations for Berlin must be complied with.

3.6 Violations/Non-compliance

All installations, superstructures, equipment, props, decorations, work materials and technical devices brought onto the premises for the event that do not comply with these technical safety regulations or that have not been approved in a specific case shall not be authorized for use in assembly within the venue and must be altered at the Organizer’s expense, and if this is not possible,
In the event of the violation of safety regulations and in certain dangerous situations, Messe Berlin may undertake reasonable enforcement measures ranging from the imposition of restrictions to evicting the Organizer from the venue. If the Organizer does not comply with an appropriate request, then Messe Berlin shall be entitled to impose restrictions or immediately stop the event at the Lessee's risk and expense.

4. House Rules

House rules are posted in Messe Berlin’s entrance area and will be dispatched upon request.

January 2013, Messe Berlin GmbH