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1. GENERAL INFORMATION

1.1. PREFACE

Dear Exhibitor,

Please read through this service manual very carefully, as it contains important and detailed information about the BREAD & BUTTER event in winter 2012 in Berlin.

In order to ensure a smooth-running set-up, event and dismantling, please forward this service manual, together with the Technical Guidelines and the Stand Builder Guideline, to your stand builder. In this way, you can prevent set-up delays caused by lack of information and guidelines in advance.

Please be aware that we can only accept orders after the deadlines according to availability and at advanced prices.

Should you nevertheless intend to order services on site, you can do so in our BREAD & BUTTER Service Shop. Our services are offered here subject to availability and at a surcharge.

If you should have any questions, please contact your respective BREAD & BUTTER contact person in the sales department or the contact provided in each paragraph, stating the hall, stand number and brand.

1.2. BBB CHECK LIST

B&B suite ordered?	Deadline: 14th November 2011
Stand layouts submitted?	Deadline: 28th November 2011
B&B furniture booked?	Deadline: 28th November 2011
Stand cleaning ordered?	Deadline: 16th December 2011
Additional electricity ordered?	Deadline: 28th November 2011
Security ordered?	Deadline: 16th December 2011
Clients invited?	Deadline: 2nd December 2011
Exhibitor tickets ordered?	Deadline: 30th December 2011

2. EXHIBITOR GUIDELINE

The following information is also available on our website under:
www.breadandbutter.com/services

2.1. GENERAL EVENT FACTS

Event title:

BREAD & BUTTER BERLIN
tradeshow for selected brands

Event location:

BREAD & BUTTER BERLIN
Berlin Tempelhof Airport
Platz der Luftbrücke 5
D-12101 Berlin, Germany



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Organiser:

BREAD & butter GmbH & Co. KG
Münzstraße 13
D-10178 Berlin, Germany
Tel.: +49 (0) 30 400 44 0
Fax: +49 (0) 30 400 44 101

Duration of event/opening hours:

Date: 18th - 20th January 2012
Wednesday, 18th January 2012: 10:00 a.m. - 7:00 p.m.
Thursday, 19th January 2012: 10:00 a.m. - 7:00 p.m.
Friday, 20th January 2012: 10:00 a.m. - 6:00 p.m.

Set-up times:

Saturday, 14th January 2012 till Tuesday, 17th January 2012, 08:00 a.m. - 10:00 p.m.

Dismantling times:

Friday, 20th January 2012: 8:00 p.m. - 12:00 a.m. (midnight)
Saturday, 21st January 2012: 8:00 a.m. - 10:00 p.m.
Sunday, 22nd January 2012: 8:00 a.m. - 10:00 p.m.
Monday, 23rd January 2012: 8:00 a.m. - 02:00 p.m.

2.2. GETTING THERE

Please be aware that since 1st of January 2010 there is now a Low Emission Zone (Umweltzone) in Berlin. This is to reduce air pollution from car exhaust emissions.

Our site lies within this Low Emission Zone. This means that even vehicles registered outside Germany travelling to us will require a green sticker. Owners of vehicles driving in the Low Emission Zone without this sticker will be subject to a penalty charge.

Information on how to obtain a green sticker (Umweltplakette) or special authorisation for your vehicle can be found on the Internet at: www.berlin.de/umweltzone

There are only a limited number of public parking spaces near Tempelhof Airport. For this reason, we recommend that you use public transport. The "Platz der Luftbrücke" station is located directly in front of the exhibition centre and can be reached by all types of public transport.

2.3. TRANSFER/PUBLIC TRANSPORT IN BERLIN

Underground: Platz der Luftbrücke (Line U6)
Bus: Platz der Luftbrücke (Line: 104, 248)

More information on public transport and route connections can be found on the official website of Berliner Verkehrsbetriebe (BVG): www.bvg.de

Taxi call centres:

Tel.: +49 (0)30 26 10 26
Tel.: +49 (0) 30 44 33 22

The basic fee is € 3.20. A standard taxi accepts a maximum of four persons.



3. ADDITIONAL SERVICES & RENTAL ITEMS

Please note that all of the services mentioned below must be paid for in advance. If payment is not received by the official start of set-up, BREAD & BUTTER or the service provider commissioned by you reserves the right not to provide the service.

3.1. BREAD & BUTTER SUITE

It is possible to rent a ready-made exhibition stand (suite) through your contact in the BREAD & BUTTER Sales Department.

Deadline: 14th November 2011

3.2 EARLY SET-UP

Generally, stand builders are given a construction period of up to four days free of charge before the event. For the winter event, this will cover the period from 14th January 2012 to 17th January 2012.

The daily construction time within this period is 14 hours, from 8:00 a.m. until 10:00 p.m.

If your stand builder requires more time for the set-up due to the size or structure of the stand, it is possible to apply to BREAD & BUTTER for an early set-up. The cost of this is € 750.00 plus VAT per day. Please be aware that each case must be considered in view of our internal structures and logistical conditions, and early set-up cannot generally be permitted. Therefore written approval from BREAD & BUTTER is required to start your set-up before the official set-up date (14th January 2012).

If you are interested, have any questions, or would like to apply directly for an early set-up, please contact:
earlybuildup@breadandbutter.com

Deadline: 5th December 2011

3.3. ADVERTISING SPACE RENTAL

Please talk to your contact in the Sales Department about the option of booking advertising space on the BREAD & BUTTER site.

Deadline: 2nd December 2011

3.3.1 Airport Advertising

At the Berlin airports Tegel (TXL) and Schönefeld (SXF), there are several opportunities for high class advertising to present your label during the BREAD & BUTTER or also outside of the tradeshow period to the arriving and departing passenger.

If you are interested, please contact:

Peter Hofmann
Phone: +49 (0)30 4101 4516
Peter.Hofmann@berlin-airport.de

Berliner Flughafen-Gesellschaft mbH
Postal Address:
Flughafen Schönefeld
12521 Berlin

3.4. SECURITY/STAND SECURITY

The organiser is responsible for watching the entrance areas and the halls. The organiser does not guarantee uninterrupted security and control. Exhibitors are expressly informed that there may be increased risks for your exhibition stock during the set-up and dismantling periods. Valuable or easily movable exhibition stock should always be locked away at



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night. Each exhibitor must take responsibility for watching his/her stand and exhibition goods. Appropriate stand security can be requested only from the Gegenbauer security company authorised by the promoter. Stand security can be ordered using form A.

PLEASE LOOK AFTER YOUR OWN PERSONAL VALUABLES!
BREAD & BUTTER ACCEPTS NO LIABILITY IN THE CASE OF THEFTS!

SECURITY CONTACT

Gegenbauer Sicherheitsdienste GmbH

Contact: Marc Böttger

Mobile: +49 (0) 151 12 03 68 82

Fax: +49 (0)30 25 37 44 99

mboettger@gegenbauer.de

After the deadline stated below, prices will be higher for ordering stand security. Exhibitors who only order security on site during the event must anticipate a notice period of about 24 hours and significantly higher costs.

Deadline: 16th December 2011

3.5. STAND CLEANING

The promoter looks after the cleaning of the site and the aisles in the halls. The cleaning of the stands themselves is up to the exhibitors and must be carried out each day at the end of the event. If the exhibitor does not want his/her own staff to carry out cleaning, stand cleaning must be booked through BREAD & BUTTER. Caution: External cleaning companies are not allowed. You can book basic or premium cleaning services through BREAD & BUTTER.

Basic cleaning:

Basic cleaning is thorough cleaning and includes vacuuming, sweeping and dusting the stand area along with chairs and tables.

Premium cleaning:

Premium cleaning includes all the services of basic cleaning as well as the cleaning of particular materials that require special care, such as large glass or plexiglass surfaces, high-gloss materials, etc.

Should you decide on the premium cleaning service or if you are unsure which cleaning type would be suitable for you, please have the stand viewed in advance by our cleaning staff. To make an appointment, please contact our hall inspectors or visit our Service Shop.

The prices for stand cleaning are calculated as follows:

Basic cleaning: € 1.90 per sqm per day

Premium cleaning: € 2.90 per sqm per day

All prices are stated without statutory VAT. For ordering stand cleaning, please use form B.

Deadline: 16th December 2011

3.6. DISPOSAL OF WASTE

Please ask your stand builders to dispose of their own waste.

Large quantities of leftover stand building materials must be properly removed by the respective stand building company itself from the site during construction and dismantling. If necessary, containers can be ordered in advance on site from our Service Shop, using form C, for the removal of larger quantities of waste. Depending on the content, € 165.00 will be charged for a waste container with a capacity of 1.1 m³ (excluding hazardous waste, paint, etc.). If stand building material



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and waste is left on site/on the exhibition stand, the number of waste containers required for its removal shall be calculated and the exhibitor charged for these at € 330.00 per container.

Please be aware that after dismantling and before leaving the site, the stand area must be inspected by our hall inspectors.

3.7. B&B FURNITURE

BREAD & BUTTER has a limited number of furniture items. You can rent these clothes rails, shelves, etc. for your stand. For an order, please fill in form D or contact your sales contact.

ELEMENT DIMENSIONS IN CM (W X H X D)

Partition wall	100 x 160 x 12	€ 52.50
Shelf - 4 boards (brown, black)	100 x 120 x 40	€ 68.25
Table (brown, black)	150 x 78 x 70	€ 105.00
Bench (brown, black)	150 x 45 x 30	€ 57.75
Clothes rail (steel)	100 x 155 x 25	€ 52.50
Clothes rail (black or steel)	120 x 155 x 25	€ 52.50

All prices are total prices for the 3 event days and exclude the legal rate of VAT, which is currently 19%.

Cancellation of an order/amendment is no longer possible after the deadline.

Deadline: 28th November 2011

3.8. BREAD & BUTTER BOOKING SERVICE

Are you looking for attractive, multilingual assistants for your BREAD & BUTTER team? Let our BBBooking Service help you find image hostesses and models to showcase your collection, run your booth scanners, or greet your customers.

Our hostesses and models (m/f) are versatile and professional and they stand out due to their attractive appearance, their excellent manners and outstanding foreign-language skills. Their competence and friendliness will contribute to the success of your presentation at BREAD & BUTTER. Use our BBBooking Portal to find the assistants (m/f) that are right for you: <http://booking.breadandbutter.com>

CONTACT:

Christine Elise Mani

booking@breadandbutter.com

Tel.: +49 (0)30 400 44 181

Fax: +49 (0)30 400 44 220

3.9. CUSTOMER TICKET SERVICE

Let your customers, distributors and press partners be invited to the BREAD & BUTTER BERLIN through our BREAD & BUTTER Active Guest Management (AGM). Our international team will support your guests in ordering tickets and organising their visit. The earlier you send us the details, the faster we can invite your customers and partners. They will be contacted by us and receive a ticket confirmation after replying.

Please note that we cannot accept any customer lists during the event on site in Berlin. For prompt handling of your customer lists, please be aware of our deadline.

Deadline: 2nd December 2011



AGM

Exhibitor Ticket Service
Tel.: +49 (0)30 400 44 227
Fax: +49 (0)30 400 44 168

3.10. EXHIBITOR TICKET SERVICE

You can order your BREAD & BUTTER exhibitor tickets through our Exhibitor Online tool.

ADVANTAGES:

- Prompt delivery of BREAD & BUTTER tickets by courier
- No registration or collection required on site
- Faster and more direct access to BREAD & BUTTER with no waiting

You will receive your login to the Exhibitor Online tool by e-mail, along with further information on the service.

Stand-builder passes cannot be ordered using the online portal; they are only available directly on site.

IMPORTANT

The deadline for ordering tickets to be shipped is 30th December 2011.
After this date, you can order "pick-up tickets" for collection on site until 13th January 2012.

AGM

Exhibitor Ticket Service
Tel.: +49 (0)30 400 44 227
Fax: +49 (0)30 400 44 168

3.11. SCANNER SERVICE

You can obtain a scanner free of charge for the event, which can be used to scan the tickets of your stand visitors. The scanned contact data and statistical evaluations will be sent you by e-mail after the event.

You will receive additional information by e-mail from our Exhibitor Ticket Service.

AGM

Exhibitor Ticket Service
Tel.: +49 (0)30 400 44 227

3.12. STAND CATERING

Sarah Wiener catering, the exclusive BREAD & BUTTER catering partner, can offer you individual and professional service for every occasion. Use the extensive experience of a leading caterer for high-level culinary provision of your customers and business partners.

For catering requests during the event, please exclusively contact:

Sarah Wiener Catering

Thomas Schulz
Tel.: +49 (0)30 70 71 80 215
Mobile: +49 (0)173 627 23 59
breadandbutter@sarahwiener.de
www.sarahwiener.de



3.13. HOTELS

In cooperation with our partner, visitBerlin, BREAD & BUTTER offers an extensive hotel booking service - convenient and easy via the BREAD & BUTTER homepage.

Book your hotel now for the "tradeshow for selected brands" in Berlin and take advantage of the following benefits:

- B&B special rates for B&B partner hotels in Berlin
- Fixed prices including breakfast
- Extensive information and photographs for every hotel
- Rangefinder to the closest underground station and the Tempelhof tradeshow location
- Possible additional booking of the Berlin WelcomeCard for free travel on public transport and many other discounts (incl. pocket guide)
- Multilingual, competent service by e-mail and telephone

The AGM agents are available to support you on the phone with your online booking.

AGM Travel Hotline: +49 (0)30 2000 371; Mon. - Fri.: 10:00 a.m. - 6:00 p.m.

www.breadandbutter.com/hotels

3.14. FLORAL DECORATION

Floressenz

Contact: Judith Epping

Mobile: +49 (0)173 975 57 51

mail@floressenz.de

www.floressenz.de

3.15. DISPLAY MANNEQUINS

We can offer you a display mannequin rental service in collaboration with our partner Mohr Models. If you are interested, please contact Mohr Models or use order form D:

Mohr Models

Bessemerstraße 2 - 14

D-12103 Berlin, Germany

Phone: +49 (0)30 814001550

Fax: +49 (0)30 814001579

office@mohrmodels.com

<http://mohrmodels.com/verleih>

The display mannequins will be delivered on the 17th of January during the course of the day to your stand and collected from there on the 20th of January after the show. Please note that orders must be paid for in advance by bank transfer. If this should not be possible due to orders being placed at short notice, they can also be paid by credit card or EC card; however, an extra charge of 5% of the merchandise value will be incurred for this.

DEADLINE: 9th January 2012

4. BREAD & BUTTER SERVICE SHOP

In the BREAD & BUTTER Service Shop, exhibitors can order early and late set-ups, furniture, power adapters, stand cleaning and waste containers. The Service Shop is located next to the Technical Office in the GAT. Payment on site is based on the availability of the individual services or items and, for logistical reasons, at a 50% higher price, and in cash or by EC/Maestro or credit card (VISA, Mastercard, AMEX).



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OPENING HOURS:

12th January - 15th January: 8:00 a.m. - 10:00 p.m.
16th January - 17th January: 8:00 a.m. - 12:00 midnight
18th January: 8:00 a.m. - 12:00 p.m.
19th January: 6:00 p.m. - 12:00 midnight
21st January - 22nd January: 8:00 a.m. - 10:00 p.m.
23rd January: 8:00 a.m. - 2:00 p.m.

5. TRANSPORT INFORMATION

BREAD & BUTTER LOGISTICS PARTNERS IN BERLIN:

Schenker Deutschland AG

Jaffestr. 2

14055 Berlin, Germany

Tel.: +49 (0)30 301 29 95 450

Fax: +49 (0)30 301 29 95 459

www.dbschenker.com/de

Dear Exhibitor/Stand builder,

These transport guidelines will support you in preparing and scheduling the shipment of your exhibits to Berlin.

5.1. CONTACTS

Jenny Engel

Tel.: +49 (0)30 301 29 95 457 (direct)

Fax: +49 (0)30 301 29 95 459

Mobile: +49 (0)160 974 16 710

Jenny.engel@dbschenker.com

Annegret Müller

Tel.: +49 (0)30 301 29 95 455 (direct)

Fax: +49 (0)30 30 129 95 459

Mobile: +49 (0)160 974 85 585

Annegret.mueller@dbschenker.com

5.2. DATES OF ARRIVAL AND ADDRESSES

5.2.1 Sea freight (delivery at german seaport latest by 10th January 2012)

Schenker Deutschland AG

Abt. Auslandsmesse

Jaffestr. 2

D-14055 Berlin, Germany

Tel.: +49 (0)30 301 29 95 450

Labelling:

BREAD & BUTTER 2012/Exhibitor/Hangar/Stand number/Contact/mobile phone number

5.2.2 Air freight (delivery at the Airport Berlin latest by 10th January 2012)

Schenker Deutschland AG

Abt. Auslandsmesse

Jaffestr. 2

14055 Berlin, Germany

Tel.: +49 (0)30 301 2995 450



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Labelling:

BREAD & BUTTER 2012/Exhibitor/Hangar/Stand number/Contact/Mobile phone number

5.2.3 Ground freight

A. PARTIAL AND FULL LOADS WITH DIRECT DELIVERY TO THE EXHIBITION STAND:

- ONLY DURING THE OFFICIAL SET-UP TIME -

BREAD & BUTTER Flughafen Berlin Tempelhof

c/o Exhibitor's name/Stand builder

Hangar/Stand no.

Tempelhofer Damm, Tor 9

D-12101 Berlin, Germany

Prior to unloading, all trucks with partial and full loads should report to the logistical platform to get access permission.

B. UNIT LOAD/COURIER SHIPMENT VIA SCHENKER WAREHOUSE ON SITE

(delivery: 10th January - 16th January 2012; pick up: 21st January - 23rd January)

- ONLY DUTY-FREE GOODS/NO CUSTOMS CLEARANCE -

Schenker Deutschland AG

Flughafen Berlin-Tempelhof

c/o Exhibitor's name

Hangar/Stand no.

Tempelhofer Damm, Tor 9

D-12101 Berlin, Germany

Please mark all packages. We must reject courier shipments that we cannot allocate to any exhibitor, and that are not sufficiently labelled.

Please send all shipments as "freight prepaid". We cannot accept "cash on delivery" mailings or disburse customs duties or taxes (this would need to be agreed in writing beforehand).

C. UNIT LOAD/COURIER SHIPMENT VIA SCHENKER CENTRAL WAREHOUSE BERLIN

- FOR GOODS SUBJECT TO DUTY (SHIPMENT FROM NON-EUROPEAN COUNTRIES) & DELIVERIES BEFORE 10th January 2012 -

Schenker Deutschland AG

Abt. Auslandsmesse

Jaffestr. 2

D-14055 Berlin, Germany

Tel.: +49 (0)30 30 12 99 54 50

Labelling:

BREAD & BUTTER 2012/Exhibitor/Hangar/Booth number/Contact/Mobile phone number

Customs goods must be delivered to our warehouse prior to 10th January 2012 - we can only start customs clearance after handover by the courier/freight forwarder.

Customs clearance will take place at the customs office in Jaffestr. 2, D-14055 Berlin, Germany.



5.3. CUSTOMS DOCUMENTS AND CUSTOMS CLEARANCE

For the handling of imports or exports, we will need a commercial invoice and a packing list in German or English language (standard forms are available if required).

The following information must be specified in the invoice/packing list:

- Precise description of goods (in the case of equipment, also the serial numbers and model numbers)
- Individual goods values for each group of goods, as well as total value per item
- Please specify country of origin
- Number of packages, number of units per goods group, weights
- Statistical code of goods if possible

Please also mention your required customs clearance (temporary import with export after the exhibition or definite import). In the case of temporary import, no customs duties and taxes will be due - only a customs security fee needs to be paid. In case of definite import (for example, consumer goods, promotional gifts and printed items), import fees and duty need to be paid.

For all types of customs clearance, it is imperative for us to have - IN ADVANCE - a written order from you. Customs clearance is only possible at our central warehouse in Berlin and will be charged according to the exhibition tariff.

5.4. SHIPMENT ADVICE

If you are not sending your goods via DB SCHENKER, please note that DB Schenker Deutschland AG, branch office Berlin Messe, has to be informed in time about all shipment and loading information. Please note that we are not able to assure deadlines for the delivery of goods to your stand if the shipment is incorrectly addressed or arrives in Berlin behind schedule. These complications can create additional handling costs at the exhibition.

Sea freight

Please send us by post the original B/L - stating the number of packaging units and weight, as well as a copy of all attached documents (invoice/packing list) at least 5 working days before the ship's arrival.

Air freight

Please send us a copy of the AWB by fax - including flight number and the number of packaging units and weight, as well as a copy of all attached documents (invoice/packing list).

Ground transport

Please fax us a copy of the waybill, including date of departure and approximate date of arrival in Berlin, the number of packaging units and weight, as well as a copy of all attached documents (invoice/packing list). In the case of courier shipping, please use our attached form sheet "COURIER NOTIFICATION FORM".

5.5. STAND DELIVERY

Schenker will not deliver any shipments to the exhibition stand without an order. If you should require this, please provide us with an order in advance. Fees will be charged in accordance with the exhibition tariff for stand deliveries. You can collect your shipment from our exhibition warehouse (NOT POSSIBLE FOR GOODS SUBJECT TO CUSTOMS HANDLING).

5.6. RETURN TRANSPORT/HANDLING AT THE TEMPELHOF AIRPORT SITE

Please notify us/provide us with your orders for return transport/takeover from the exhibition stand by 18th January 2012. We can only offer to store your goods at the exhibition site until 23rd January 2012. After this, it will be transferred at cost to our central warehouse (after dismantling and clearing of the exhibition site).

Please contact us so that we can prepare a transport order (you can also provide the transport order by e-mail or fax).



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5.7. INVOICING AND PAYMENT

In case the transport is not handled by a partner of Schenker, our logistics services have to be paid for at goods inward before delivery to the stand/at goods outward before shipping.

We accept payments by VISA/AMEX/MASTERCARD or bank transfers in advance.

Bank: Dresdner Bank AG Berlin, Germany

Account: 410435300

Sort code: 10080000

SWIFT: DRESDEFF100

IBAN: DE 44100800000410435300

All fees are based on the official trade fair tariff for BREAD & BUTTER. We are happy to provide you with an appropriate offer or can send you the tariff. Please contact us.

ORDER FORM A - STAND SUPERVISION

To order stand supervision please fax: +49 (0)30 25 37 44 99

Order form stand - supervision						
Name of label	:					
Hallnumber	:					
Standnumber	:					
Date (from-till)		Time from	Time till	number of guards	qualification	
Invoice adress	Please fill out in blockletters					
Company	:					
attn.	:					
Street	:			phone	:	
Town / zipcode	:			fax	:	
		e-mail:				
Contact person on side						
Company	:			mobil phone	:	
Name	:					
Payment:						
cash on side				The amount has to be paid before service starts		
transfer on account						
Total hours	:					
Costs per hour	:	€ 25,00				
Total costs	:			The amount doesn't includes VAT		
Please notice that the stand reports have to be signed each morning by the responsible proxy of the stand. The stand report is an documentary proof that all items are complete and the hours of work are correct. There is no liability for items which are not itemized on the stand report.						
Remarks :						
Confirmation client				Confirmation Gegenbauer Sicherheitsdienste GmbH		
Date / signature				Date / signature		

ORDER FORM B - STAND CLEANING

This form must be fully completed in capital letters, signed and returned via e-mail to: serviceshop@breadandbutter.com or Fax: +49 (0) 30 400 44 171.

DEADLINE: 16TH DECEMBER 2011

BRAND

BOOTHNUMBER

CONTACT PERSON/LAST NAME/FIRST NAME

MOBILE NUMBER/E-MAIL ADDRESS

INVOICE ADDRESS:

COMPANY INCL. LEGAL FORM OF COMPANY

VAT NUMBER (ONLY FOR COMPANIES WITHIN THE EU)

STREET/NUMBER

COUNTRY/ZIPCODE/CITY

**HEREWITH I ORDER THE FOLLOWING SERVICE THROUGH BREAD & butter GmbH & Co. KG
AT THE BELOW MENTIONED PRICES:**

The cleaning will start at night and will be finished before 8 a.m.

PAYMENTS WILL BE CALCULATED AS FOLLOWS:

	Boothnumber	sqm	Basic cleaning x 1,90 EUR/sqm	Premium cleaning x 2,90 EUR/sqm	Total
16th/17th January 2012					
17th/18th January 2012					
18th/19th January 2012					
19th/20th January 2012					
			Total amount:		

Please not that ordering cleaning after the deadline involves a surcharge of 1.- EUR per sqm.

You will receive a confirmation via email. If you do not receive this confirmation within one week please assure that your order has reached us.

serviceshop@breadandbutter.com

All prices quoted are exclusive of the statutory sales tax (VAT). The final total amount of the cleaning service depends on the final size of the booth at the beginning of the BREAD & BUTTER.

DATE/SIGNATURE

ORDER FORM C - WASTE DISPOSAL

This form must be fully completed in capital letters, signed and returned via e-mail to: serviceshop@breadandbutter.com or Fax: +49 (0) 30 400 44 171.

BRAND

BOOTH NUMBER

CONTACT PERSON/LAST NAME/FIRST NAME

MOBILE NUMBER/E-MAIL ADDRESS

INVOICE ADDRESS:

COMPANY INCL. LEGAL FORM OF COMPANY

VAT NUMBER (ONLY FOR COMPANIES WITHIN THE EU)

STREET/NUMBER

COUNTRY/ZIPCODE/CITY

DURING BUILD UP

Plastic container - 1,1 m³/165,- EUR
(only for wood or other building materials)

AMOUNT CONTAINER

CONTAINER IN TOTAL

FOR BUILD DOWN

Plastic container - 1,1 m³/165,- EUR
(only for wood or other building materials)

AMOUNT CONTAINER

CONTAINER IN TOTAL

Steel container - 25 m³/1.900,- EUR

AMOUNT CONTAINER

CONTAINER IN TOTAL

All prices quoted are exclusive of the statutory sales tax (VAT).

(All these containers can be used for mixed waste only. Not included are sand, stones, chemicals or other special materials.

If you use these materials, please specify it and we find the best solution for you.)

DATE/SIGNATURE (NAME IN BLOCKLETTERS)

COMMENT

ORDER FORM D - B&B FURNITURE

This form must be fully completed in capital letters, signed and returned via e-mail to:
 serviceshop@breadandbutter.com or Fax: +49 (0) 30 400 44 171.

DEADLINE: 28TH NOVEMBER 2011

 BRAND

BOOTH NUMBER

 CONTACT PERSON/LAST NAME/FIRST NAME

 MOBILE NUMBER/E-MAIL ADDRESS

INVOICE ADDRESS:

 COMPANY INCL. LEGAL FORM OF COMPANY

 VAT NUMBER (ONLY FOR COMPANIES WITHIN THE EU)

 STREET/NUMBER

 COUNTRY/ZIPCODE/CITY

**HEREWITH I ORDER THE FOLLOWING FURNITURE ELEMENTS THROUGH BREAD & butter GmbH & Co. KG
 AT THE BELOW MENTIONED PRICES:**

Element	Dimensions in cm (h x b x t)	Price	Amount/Element	Price in total
1. Room divider	160 x 100 x 12	EUR 52,50	_____	EUR _____
2. Shelf (4 grounds, brown, black)*	100 x 120 x 40	EUR 68,25	_____	EUR _____
3. Table (brown, black)*	78 x 150 x 70	EUR 105,00	_____	EUR _____
4. Bench (brown, black)*	45 x 150 x 30	EUR 57,75	_____	EUR _____
5. Rail (steel)	155 x 100 x 25	EUR 52,50	_____	EUR _____
6. Rail (steel, black)	155 x 120 x 25	EUR 52,50	_____	EUR _____

*please choose a colour

Total amount: EUR _____

You will receive a confirmation via email. If you do not receive this confirmation within one week please assure that your order has reached us.

serviceshop@breadandbutter.com

All prices quoted are for the 3 days of the event and are exclusive of the statutory VAT.
 Orders cannot be cancelled or changed after the order deadline.
 The furniture will be delivered to your booth.

 DATE/SIGNATURE

BESTELLFORMULAR| [ORDER FORM](#)



F +49(030) 8140015-79
W MOHRMODELS.COM
E OFFICE@MOHRMODELS.COM

BITTE GEBEN SIE IHRE RECHNUNGSADRESSE AN:
[PLEASE TELL US YOUR BILLING ADDRESS:](#)

BESTELLFRIST BIS ZUM 09.01.2012| [LATEST ORDER DAY 09.01.2012](#)

FIRMA| [BUSINESS](#)

MOBIL| [MOBILE](#)

NAME| [NAME](#)

VORNAME| [FIRST NAME](#)

ADRESSE| [ADDRESS](#)

EMAIL

STANDNUMMER| [BOOTH NUMBER](#)

VAT-NUMMER| [VAT/TAX NUMBER](#)

[SCHAUFENSTERFIGUR 18.- 20. JANUAR À STÜCK 169 € NETTO| MANNEQUIN 18.-20. JANUARY PIECE 169 € PLUS TAX](#)

ANZAHL| [NUMBER](#) NAME DER FIGUR| [NAME OF MANNEQUIN](#)

_____ X _____ _____ X _____

_____ X _____ _____ X _____

_____ X _____ _____ X _____

[TORSI 18.- 20. JANUAR À STÜCK 145 € NETTO | TORSI 18.- 20.JANUARY A PIECE 145 € PLUS TAX](#)

ANZAHL| [NUMBER](#) NAME VOM TORSI| [NAME OF TORSI](#)

_____ X _____ _____ X _____

_____ X _____ _____ X _____

_____ X _____ _____ X _____

BITTE BEACHTEN SIE UNSER INFORMATIONSBLATT ONLINE WWW.MOHRMODELS.COM

[PLEASE NOTE OUR HANDOUT AT WWW.MOHRMODELS.COM](#)

ORT, DATUM| [LOCATION, DATE](#)

RECHTSGÜLTIGE UNTERSCHRIFT/STEMPEL| [SIGNATURE/ STEMP](#)

Mohr Models
Bessemerstraße 2-14 | Malzfabrik, Halle F
D - 12103 Berlin
Ust-ID DE 220454877

T +49 (0)30 8140015-50
F +49 (0)30 8140015-79
W MohrModels.com
E Office@MohrModels.com

ORDER FORM F - SHIPPING ORDER

SHIPPING ORDER FORM - BREAD & BUTTER BERLIN 2012

Schenker Deutschland AG
 Jafféstr. 2/Servicegebäude Süd
 14055 Berlin, Germany
 e-mail: jenny.engel@dbschenker.com annegret.mueller@dbschenker.com

Tel: +49 (0)30/3012995-456/455
 Fax: +49 (0)30/3012995-459

HANGAR/STAND: _____

Rechnungsadresse

Strasse

Plz/Ort

Vat No. für EU Kunden

- We order the following services
 Please provide a quotation for the following services

TRANSPORT

Shipment details: _____

Volume/Measurement: _____

Weight: _____

- Transport from (city/zip-code) _____ to Berlin
 Return transport from Berlin to _____ (city/zip-code)
 Delivery to stand: _____
- Transport in Eigenregie
 Name of courier: _____ Tracking No.: _____
 Delivery to stand: _____

TECHNICAL EQUIPMENT FOR STAND CONSTRUCTION/DELIVERY:**Please note:** the usage of own transport and lifting equipment on the fair site is forbidden.

- Forklift truck _____ t. with driver Date: _____ Time: _____
 Arbeiter/Packer: _____ Date: _____ Time: _____

HANDLING OF EMPTY PACKING MATERIAL, INCL. PICK-UP AND RE-DELIVERY:

- Pick-up approx. _____ CBM on: _____

IMPORT-/EXPORT - CUSTOMS CLEARANCE

- Temporary importation Definitive importation

If there are no special payment terms accorded, Schenker Deutschland AG will charge all executed services directly after the event has ended. Each exhibitors is responsible for the payment of all services/ objects ordered by this form.

CONTACT PERSON

PHONE/FAX

E-MAIL

We accept the above mentioned conditions as binding and agree to their application.

CITY, DATE

SIGNATURE/COMPANY STAMP

ORDER FORM G - COURIER NOTIFICATION



FAX

To: Schenker Deutschland AG, Frau Jenny Engel/DB SCHENKERfairs
Fax No.: +49 (0)30 30 12 99 54 59

COURIER NOTIFICATION FORM BREAD & BUTTER JANUARY 2012

Please complete the following details and email to jenny.engel@dbschenker.com or fax to:
+49 30 3012955 459 as soon as possible.

SENDER

Company _____
Address _____
Cty code & country _____
Contact _____
Phone No. _____
Fax-No. _____
Email-Address _____

EXHIBITOR

Brand _____
Booth-number _____
Contact name _____

COURIER COMPANY

FEDEX UPS DHL TNT andere _____ (please specify)
Tracking-Nummer _____

SHIPMENT DETAILS

Country of origin _____
Date sent _____
Number of packages _____
Total weight (kg) _____

DATE REQUIRED ON STAND _____

PLEASE NOTE - upon arrival at the event, please report to the freight office in hall 5, where we will request immediate full payment of inbound handling charges. if schenker custom cleared your shipment, customs clearance charges and customs duties and taxes apply.

SCHENKER DEUTSCHLAND AG

Registered Office:
Frankfurt am Main
Court of Registry:
Frankfurt am Main

Com. Reg. No. 51 435
VAT ID No. DE 811
228366

**Chairman of the
Supervisory Board:**
Karl Nutzinger

Board of Management:
Dr. Hansjoerg Rodi
(Chairman)
Michael Korn
(Vice Chairman)

Dr. Michael A. Kluger
Lothar Rosenkranz
Frithjof Schaefer
Aloys Winn



All our business is transacted exclusively on the basis of the German Freight Forwarders' Standard Terms and Conditions (ADSp) and, to the extent these do not apply to logistics services, in accordance with the General Terms and Conditions for Logistics (Logistik-AGB) most recent edition.

- Under Clause 23 ADSp, liability for damage/loss to goods according to § 431 HGB (German Commercial Code) is limited
- to 5 EUR/kg whilst in the custody of the freight forwarder
- to 2 SDR/kg (Special Drawing Rights) for multimodal carriage incl. sea transport
- to 1 million EUR or 2 SDR/kg per claim or to 2 million EUR or 2 SDR/kg per event, irrespective of the number of claims per event, in each case whichever is higher

If we are liable according to the provisions of the Montreal Convention, clause 27 ADSp shall not apply. Clause 27 ADSp shall also not be considered as an extension of our liability through imputation of default by agents, representatives, employees, subcontractors or other third parties in the cases of Art. 36 CIM, Art. 21 CMNI or section 660 HGB. Otherwise clause 27 ADSp shall remain unaffected.
In addition the Fair and Exhibition Conditions are applicable. The "Bundesfachgruppe Schwertransporte und Kranarbeiten (BSK)" terms and conditions are the basis for heavyload orders.