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 **messezentrum**
BAD SALZUFLEN
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INFORMATION FOR EXHIBITORS

CUSTOMBIKE-SHOW – The Motorbike Show for Converted and Exclusive Motorbikes and Accessories

The general show and exhibition terms and the participation terms hereinafter referred to and, in addition, the organisational and technical exhibition information as well as the other regulations that will be sent to the exhibitor prior to the start of this event are the contractual terms for participation to the **CUSTOMBIKE-SHOW**.

1. Date of the Event

From 28 to 30 November 2025

2. Event Venue, Organiser and Show Management

Messe Ostwestfalen GmbH
Benzstr. 23 | 32108 Bad Salzuflen
Fon: +49 5222 9250-0
Fax: +49 5222 9250-40
Internet: www.messezentrum.de / www.custombike-show.de
E-Mail: info@messezentrum.de / info@custombike-show.de
Contact personé:
Aileen Hoerhold: Fon +49 5222 9250-0

3. Opening Hours

For exhibitors:	Friday:	from 8.00 a.m. to 7.30 p.m.
	Saturday:	from 8.30 a.m. to 6.30 p.m.
	Sunday:	from 8.30 a.m. to 11.00 p.m.
For visitors:	Friday:	from 11.00 a.m. to 7.00 p.m.
	Saturday:	from 10.00 a.m. to 6.00 p.m.
	Sunday:	from 10.00 a.m. to 5.00 p.m.

4. Assembly and Disassembly

Assembly:	Wednesday, 26/11/25	8.00 a.m – 11.00 p.m.
	Thursday, 27/11/25	8.00 a.m – 11.00 p.m.
Disassembly:	Sunday, 30/11/25	5.00 p.m. – 11.00 p.m.
	Monday, 01/12/25	8.00 a.m. – 8.00 p.m.

5. Ribbons for exhibitors

These are intended exclusively for stand personnel. You will receive the ribbons after full payment of the invoice by post or on the set-up days at the information desk at the entrance to Hall 20 and during the event from 8.30 am. In the event of misuse of the wristbands (e.g. passing them on to visitors) a subsequent fee of €50 plus VAT will be charged.

If you pay your stand rental fee when you set up your stand at the trade fair you will receive your wristbands from the exhibition management.

The number of wristbands you receive depends on depends on the size of your stand. Up to a stand size of 20 square metres you will receive 2 wristbands. Beyond that you will receive one additional ribbon per 10 square metres of stand space additional ribbon. Additionally required exhibitor ribbons are available for a fee of 20,- € in the service portal at: www.service-messezentrum.de

6. VIP parking passes for exhibitors

Parking permits will no longer be issued for the main area no longer issue flat-rate parking permits for the main exhibition centre. If you would like to ensure that you have a parking space on the main site at any arrival time, you can order a chargeable VIP parking pass (cars only). We have created an extra parking zone for this purpose. The VIP parking pass can be obtained from the service portal: www.service-messezentrum.de

7. Booth

The booth type depends on the layout planning without any right to a defined booth type and size, however, the exhibitors' requests will be considered, if possible. The rental fee includes the following: hire of the stand space for the time of the assembly, exhibition and disassembly, general lighting of the exhibition halls, general cleaning of the aisles. The hall pylons and wall nosings are part of the allocated booth space and consequently will not reduce the booth fee. The booth limiting walls are not included in the space rental.

8. Service Orders

Orders for electric power, water, waste water, and compressed air supplies as well as for all further services (carpeting, booth construction, advertising, etc.) can only be placed via the service portal: www.service-messezentrum.de

We kindly ask you to place your orders no later than two weeks before the start of this event to make sure that the relevant service providers can make available the requested services without extra charge!

We guarantee proper processing of your order, if it is received no later than 14 days before the start of the event. For the orders we obtain later a surcharge of 15 % will be added to the indicated prices. Services cannot be ordered by phone or e-mail.

9. Terms of Payment

After receipt of the binding registration, 25% of the stand rental fee is due. The remaining 75% of the participation fee will be invoiced in October. All payments must be made quoting the invoice number. A claim to the allocated stand space only exists after full payment of the invoices.

10. Changes

The organiser will reserve the right to transfer the space ordered by and/or made available to the exhibitor to another place, and to change and limit the sizes. This will not ensue the exhibitor's right to withdraw from the rental agreement.

11. Co-Exhibitors and Additionally Represented Companies

By co-exhibitors we understand companies that are present with their own staff and their own offer at the exhibitor's booth. Their independence must be recognisable without special separation. Co-exhibitors can only be admitted if the registration form for co-exhibitors has been filled in completely and complies with the participation terms of this event. The terms for exhibitors are equally binding for co-exhibitors. Co-exhibitors are subject to the same conditions as exhibitors. A participation fee of € 85.00 will be charged for each co-exhibitor and invoiced to the main exhibitor.

12. Exhibitor Index

Every exhibitor will be entered free of cost in the exhibitor index. Please download your logo from the service portal: www.service-messezentrum.de

The organiser Messe Ostwestfalen GmbH expressly draws your attention to the fact that no third persons will be instructed or allowed to create exhibitor indexes, and in particular not after the end of the show. Inasmuch as such offers are submitted to the exhibitors the providers act without the organiser's authorisation.

13. Free Tickets

Every exhibitor may request a free contingent of free tickets. The number of tickets depends on the size of the stand. The free tickets can be ordered digitally via the service portal Service Portal and passed on to customers and friends as a link. They will be sent directly by our ticket provider (ticket.io or pretix): www.service-messezentrum.de

14. Advance Sale of Tickets to Distributors

There is the option of using the service portal to invite customers to the trade fair. The number of digital tickets selected will be invoiced at EUR 15.00 gross after the event. Only the tickets actually redeemed will be charged.

15. retailer presale tickets

If you would like to offer tickets for the trade fair in your shop then they can be ordered in quantities of 50 or more. can be ordered. If you are interested, please send your enquiry to info@custombike-show.de

16. Insurance

The exhibitor is obliged to provide adequate insurance coverage. We recommend that he takes out an exhibition insurance covering transport and sojourn risks. The organiser will bear the general liability risk for this event. He will take out a liability risk insurance for personal injury and damage to material.

17. Booth Design

Floors, hall walls, columns, installation and fire protection devices, as well as any other permanent hall fixtures may not be glued on, nailed, painted or otherwise damaged. Any damages will be invoiced and are to be borne by the exhibitors. Any columns in the booth area as well as installation, fire protection and escape devices are part of the allocated booth space and must be accessible at any time. Booth superstructures exceeding a height of 2.50 meters must be registered with the show management before erection and are subject to a written authorisation.

Closed ceilings exceeding 1 x 1 meter (such as tent roofs) are not permitted. Apart from this the "Technical Guidelines and Booth Construction Regulations" will be applicable. If you wish to lay your own carpeting or another floor covering we kindly ask you to only use the double-sided tape TESA 51960 which is also available from the administration of hall 22. In case of damage to the floor we will have to invoice it accordingly.

18. Withdrawal

Item 5 of the general show and exhibition terms is supplemented as follows: the 25 % rental indicated there as a cost compensation is to be understood as a lump sum cost compensation in case of cancellation no later than 8 weeks prior to the beginning before the event. Up to 6 weeks before the event, 50% of the participation fee shall be due; in the event of cancellation less than 6 weeks before the event, 100% shall be due.

19. Place of Jurisdiction and Fulfilment

Lemgo is the place of jurisdiction and fulfilment. However, the organiser reserves the right to assert his claims at the court of the place where the exhibitor has his company seat. The German law and the German text will be exclusively decisive.

20. Entry to the Exhibition Area by Vehicle only on Bail.

During the assembly days you will receive upon entry to the exhibition area an assembly parking permit against payment of 100 €. With this permit you can unload your transport vehicles on Wednesday or Thursday, from 9.00 a.m. to 11.00 p.m. for two hours. An extension of time is possible by the Security. Of course, the bail will be returned by the Security if you leave the exhibition area in good time no later than at 11.00 p.m.

21. Trucks, Transportation Vehicles and Trailers

After unloading trucks, transportation vehicles and trailers can be parked free of cost behind the halls 10 and 11 for the term of the show. Due to the lack of space these vehicles may not be parked directly beside the halls 20, 21 and 22.!!

22. Warehouse and Transportation Vehicle

Should it be necessary to use a transportation vehicle as a warehouse during the event duration, the Security will hand over a permanent parking permit free of cost after having checked and positioned the vehicle for this purpose. However, it will not be possible to enter and leave the show area with the vehicle during the event duration!

23. Positioning of Big Exhibition Vehicles and Objects

To be able to ensure smooth assembly for all exhibitors, those with big exhibition vehicles must position their vehicles on the booth areas by no later than on Wednesday 10.00 a.m. Thereafter entry will no longer be possible due to the hall and booth assembly.

24. Exhibition Halls – Entry and Passage Through Halls is Forbidden

Entry into and passage through the halls by transportation vehicles for loading and unloading is forbidden. We ask for compliance!

25. Catering at Your Own Booth

We must draw your attention to the fact that the catering rights are solely and exclusively reserved to the catering company engaged for this event. Of course, the exhibitor may offer his customers drinks and snacks and provide all he needs for his personal requirements. However, it is not allowed to give away drinks and food to the visitors against contribution and/or to sell them.

26. Registration of music use with GEMA

Please keep in mind that you must obtain the consent of GEMA (Society for Musical Performance and Mechanical Reproduction Rights) if you want to play music at your stand during the fair.

Further information such as tariffs and registration forms can be found at:

www.gema.de/portal/app/tarifrechner/tariffinder/veranstaltung

27. Social Media

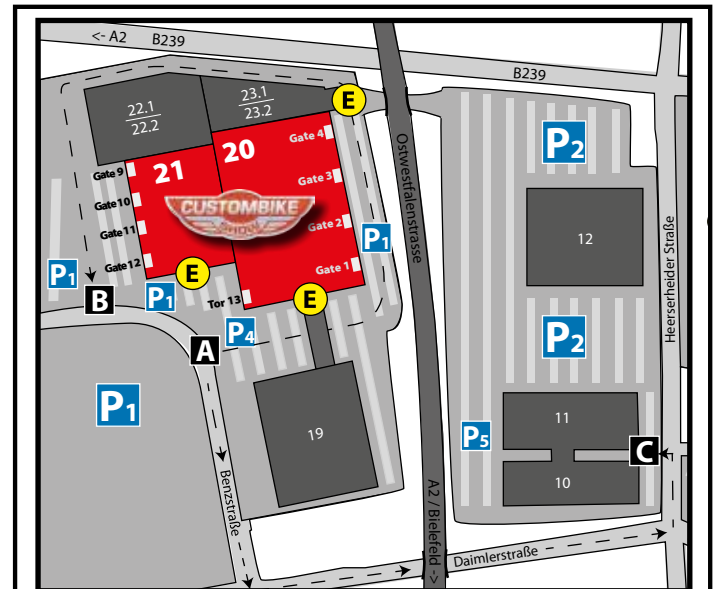
You, as an exhibitor, can give additional special emphasis to this event with a few “clicks.” Please note the following links to the **CUSTOMBIKE-SHOW**, social media pages as well as to the website of sharing, liking, communicating, link to etc.

Instagram: www.instagram.com/custombike_show/

Facebook-page: www.facebook.com/CustombikeShow/

Website: www.custombike-show.de

YOUR WAY TO MESSEZENTRUM BAD SALZUFLEN



- A** Entrance for exhibitors access gate 1 to 12
- B** Exit main area (one-way street)
- C** Parking space allocation for exhibitor vehicles and trailers that are not being used during the event
- E** Hall entrances
- P1** Exhibitor & Vip's parking
- P2** Visitor parking
- P4** Press parking
- P5** Parking caravan