

Transportation Guideline for Leipzig Trade Fairs



from 03 to 06 May 2016

In preparation for your trade fair attendance we are hereby providing important transportation-related information for the Leipzig exhibition grounds. We kindly request that this information is also forwarded to the company that will be installing your trade fair stand, as well as your service providers and agencies.

Please observe the Technical Guidelines for Leipziger Messe GmbH, in particular

Item 1.1 Regulations for the use of premises belonging to Leipziger Messe GmbH

Item 2.1 Traffic Regulations

as well as other provisions and information related to the organisation of traffic:

Exhibitor Access Trade fair





The trade fair grounds can be reached with the A14 or B2, each with the exit Messegelände, Messe-Allee. Please follow the signs.

Halls 1 + 3 + 5 are accessed via Gate Süd 1.








Construction of stands	29 April to 01 May 2016, 07:00 a.m. to 10:00 p.m. each day
Trade fair	02 May 2016, 07:00 a.m. to 03:00 p.m.
	03 May to 05 May 2016, 09:00 a.m. to 06:00 p.m. (visitors) each day
	06 May 2016, 09:00 a.m. to 05:00 p.m. (visitors) each day
Dismantling of stands	06 May 2016 starting at 05:00 p.m. in the halls
Access dismantling vehicles	07 May to 08 May 2016, 07:00 a.m. to 10:00 p.m. each day
	06 May 2016 expected as of 06:00 p.m.





Construction of stands

Vehicles	Hall	Access	Term	Time	Authorisation / Regulations
   	1, 3, 5	Süd 1	29 April until 01 May 02 May	07:00 a.m. to 10:00 p.m. 07:00 a.m. to 03:00 p.m.	<ul style="list-style-type: none"> Stand allocation / Exhibitor's authorisation Access authorisations are issued by security personnel The access authorisation is only valid for the set-up/dismantling period Truck parking is available in car park P2 (motor truck parking lot) for the duration of the trade fair (charges apply)

Trade Fair (03 May to 06 May 2016)**Exhibitors**

Vehicles	Hall	Access	Term	Time	Authorisation / Regulations
   	1, 3, 5	Süd 1	03 May until 06 May	from 07:30 a.m.	Permanent parking passes and exhibitor identification for all vehicle occupants (electronic import).
Storage vehicles	Hall	Access	Term	Time	Authorisation / Regulations
	1, 3, 5	directly at the hall	For the entire duration of the trade fair		Special parking spaces are subject to charges (EUR 400.00 net) for the entire duration of the trade fair, Application to Leipziger Messe GmbH (no form required), Tel. 0341 678-7203 e-mail: parking@leipziger-messe.





Service providers, suppliers

Vehicles	Hall	Access	Term	Time	Authorisation / Regulations
   	1, 3, 5	Süd 1	03 May until 05 May 06 May	07:30 a.m. to 5:00 p.m. 07:30 a.m. to 01:00 p.m.	Provision regarding security deposits: Access authorisation for max. 60 minutes. Drivers submit a security deposit of EUR 100.00 (gross, paid in cash on site) when they arrive. This amount will be reimbursed during or at the end of the deposit period if the vehicle leaves or has left the exhibition grounds by the end of the deposit period. The amount will not be reimbursed if this period is exceeded.

Last-Minute-Service

If you do not have a permanent parking pass when you arrive in Leipzig, you can still purchase one on 02 May 2016 between 09:00 a.m. and 06:00 p.m. and on 03 May 2016 between 8:00 am and 12:00 pm in the Last Minute area of the West (Glashalle) entrance hall; a late surcharge will be applied (1.00 EUR/day and parking pass).

Dismantling (06 May 2016, Access dismantling vehicles expected as of 6:00 pm)

Vehicles	Hall	Access	Term	Time	Authorisation / Regulations
   	1, 3, 5	Süd 1	06 May 07 May until 08 May	05:00 p.m. to 10:00 p.m. 07:00 a.m. to 10:00 p.m.	<ul style="list-style-type: none"> Stand allocation / Exhibitor's authorisation Access authorisations are issued by security personnel The access authorisation is only valid for the set-up/dismantling period Truck parking is available in car park P2 (motor truck parking lot) for the duration of the trade fair (charges apply)

If you would like to dismantle your stand promptly following the end of the trade fair, please use our authorised trade fair freight forwarder for the storage of your empties. The freight forwarder guarantees timely deliveries to your trade fair stand.

Contact for the official trade fair freight forwarder:

DHL Trade Fairs & Events GmbH Tel.: +49 341 678-7244
 Filiale Leipzig Fax: +49 341 678-7241
 Messe-Allee 1, 04356 Leipzig fairs.lej@dhl.com

These specifications may be subject to change if requirements change.
 We kindly request that you follow the instructions of on-duty security personnel.

Additional information: Other events will be held on the trade fair grounds at the same time.

Leipziger Messe GmbH – Traffic control management