

Important deadlines for your fair preparation

Venue

Messecenter Rhein-Main
Robert-Bosch-Straße 5-7
65719 Hofheim - Wallau, Germany

Contact

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As soon as possible | Online Catalogue entry

Following this link you'll have the opportunity to complete your [ONLINE CATALOGUE ENTRY](#). In addition to the information about your company, you can upload your brand logo and product pictures.

Please note that **only textual changes can be made to your entry once it has been submitted**. The subsequent inclusion or changing of product images or the brand logo is not possible! In this instance, a completely new entry would be required. **If you have requests for textual changes, please send them to service@gardiente.de.**

25 July | Closing date "Must Haves 2023"

Show your product highlights in their best light at gardiente 2022. Let the specialist trade admire your "Must Haves 2023" in our Special Area, which invites visitors to explore and be inspired.

Please send us an email to service@gardiente.de containing the following details:

- Product designation/name
- Measurements/space requirements
- Product description (max. 500 characters)
- Product image

25 July | Advertisement options / product placements

Be visual – more attention for your brand! Attract even more attention from your customers with a secondary placement of your brand. In our [Exhibitor shop](#), you can easily book the right advertisement options for your brand.

Present your furniture/accessories/sunshades/hammocks etc. on traffic areas in the exhibition hall or in the outdoor area in the Garden & BBQ Lounge. Product placement is free of charge for our exhibitors, but it must meet agreed criteria and fit into the overall concept of the fair. We reserve the right to make a selection. We will be happy to work out an appropriate design in close consultation with you. We look forward to receiving your suggestions at service@gardiente.de.

01 August | Stand Construction by the Exhibitor (external stand construction firm)

All exhibitors are required to coordinate construction and design measures in advance with the organiser. Please ensure you submit the plans for your stand to the organiser **by 01 August 2022**. Stand construction and design must comply with all legal requirements and the organiser's technical specifications and guidelines.

Your contact person:

Verena Westphal
Phone: +49 69 630092-60
E-Mail: westphal@muveo.de

Important deadlines for your fair preparation

01. August | Order suspension points/trusses via our technical partner Jan Kyritz

Suspensions are only possible where the structural conditions on the relevant technical equipment allow (only possible on the upper floor). **Our technical partner Kyritz Showtechnik GmbH** must therefore, always check the feasibility of technical implementation in advance.

NOTE: Only our technical partner Kyritz Showtechnik GmbH may attach hanging points! The max. transfer height is 4.1m, with 80kg max. load on the DSH-60 wire rope holder.

For the provision of hanging points in the exhibition hall please use the following e-mail address: haengepunkt@kyritz.tv

Please contact Jan Kyritz by 01 August 2022 at the latest. Later orders may no longer be possible or may incur increased costs.

18 August | Orders in our Exhibitor-Shop (rental furniture, electricity and lighting, services)

In our **Exhibitor shop**, you will find everything you need to make your appearance at the fair a resounding success. This includes stand equipment, electricity & lighting, services such as stand cleaning and forklift service, to relevant service partners and contact details.

Please note that the booking of the date for your stand approval (under Services) is mandatory for all exhibitors.

01 September | Exhibitor Badges (Validity: Thursday, 02/09 – Thursday, 09/09/2021)

Registration **of every person** is mandatory. Exhibitor badges are personalized and non-transferable.

[<<Registration Link Exhibitors>>](#)

Please forward the following link to your stand construction firm/ set-up and dismantling assistants. If you as an exhibitor are already on site for the set-up, then you don't need a separate set-up badge, your exhibitor badge is also valid on the set-up and dismantling days.

[<<Registration Link Setup- and Dismantling>>](#)

31 August | Delivery via post or conveyance can be send to the exhibition centre starting this date

Please sent your delivery to the following address:

Messecenter Rhein-Main
gardiente
"Exhibitor name" / "Stand number"
„Name of the employee in attendance" / „Phone number of the employee"
Robert-Bosch-Straße 5-7
65719 Hofheim – Wallau
Germany

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31 August | advanced set-up

Due to a previous trade fair, early set-up **on Wednesday, 31 August 2022** is possible only **if you register in advance and depends on the availability of space**. Set-up times will be determined individually. The organiser will charge a rate of € 2.90 per day per square meter for providing the hall infrastructure and all additional costs.

01 – 03 September | regular set-up

Thursday	01 September 2022 7am – 8pm
Friday	02 September 2022 7am – 8pm
Saturday	03 September 2022 7am – 8pm

Special setup times for exhibitors in the outdoor area:

Please note that the outdoor setting can be done at the earliest on Friday, 03 September 2021 and requires the confirmation of the organiser.

04 – 06 September 2022 | gardiente – trade fair for garden living

Opening hours for trade visitors:

Sunday	04 September 2022 9am – 6pm
Monday	05 September 2022 9am – 6pm
Tuesday	06 September 2022 9am – 5pm

Business hours for exhibitors:

Sunday	04 September 2022 8am – 7pm
Monday	05 September 2022 8am – 7pm
Tuesday	06 September 2022 8am – end of the dismantling period

06 – 08 September 2022 | dismantling

Tuesday	06 September 2022 5pm – 12pm
Wednesday	07 September 2022 7am – 8pm
Thursday	08 September 2022 7am – 4pm

The dismantling staff will not gain access to the hall before the fair has closed at 5pm! Due to the structural conditions, there may be restrictions on dismantling until 6:30 p.m. **Please note that the hall must be completely vacated on 08 September 2022.**

The outside area must be completely vacated on 07 September!

At the exhibition:

At set-up and dismantling times as well as during the exhibition, our staff will be available for further questions at the information counter in the venue's foyer.