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FRUIT LOGISTICA 2021

18|19|20 MAY 2021 BERLIN & ONLINE

EXHIBITOR TIMETABLE

A quick overview of the most important planning dates and deadlines for your successful presentation in Berlin.

DATE	ACTIVITY	FURTHER INFORMATION
As early as possible	<ul style="list-style-type: none"> • Make travel reservations • Apply for visa if required • Order advertising space and sponsorships 	www.fruitlogistica.com/Exhibitors/TravelHotel www.fruitlogistica.com/Exhibitors/TravelHotel/Visa www.fruitlogistica.com/Exhibitors/Marketing/AdvertisingSpacesSponsoring
From February 2021	<ul style="list-style-type: none"> • Receive placement proposal, confirmation of stand placement • Receive down payment invoice incl. official stand number • Order additional services • Order construction and dismantling passes if required • Send invitations to customers and business partners • Order entry vouchers for customers and business partners • Order PR services and press box • Order FRUIT LOGISTICA advertising materials • Check Virtual Market Place® for appointment requests • Arrange appointments with customers, business contacts and press 	by e-mail electronic invoicing www.fruitlogistica.com > Exhibitors > BECO Webshop BECO Webshop > Tickets and Parking Space BECO Webshop > Tickets and Parking Space www.fruitlogistica.com/Exhibitors/Marketing/PRForExhibitors BECO Webshop > Communication Services > Advertising Materials www.fruitlogistica.com/Exhibitors/VirtualMarketPlace www.virtualmarket.fruitlogistica.com/networking-tool
TBA	<ul style="list-style-type: none"> • Update Virtual Market Place® entries for exhibitors 	www.fruitlogistica.com/Exhibitors/VirtualMarketPlace
18 March 2020	<ul style="list-style-type: none"> • Closing date for Innovation Award FLIA • Closing date for Organic & Convenience Route • Closing date for TechStage • Closing date for Spotlight 	www.fruitlogistica.com/TradeVisitors/FLIA fruitlogistica@messe-berlin.de www.fruitlogistica.com/TradeVisitors/Events/TechStage www.fruitlogistica.com/Exhibitors/Spotlight
From April 2021	<ul style="list-style-type: none"> • Receive codes for free exhibitor passes 	BECO Webshop > Manage Order > Manage Attachments
Latest 2 April 2021	<ul style="list-style-type: none"> • Order stand equipment (water connections etc.) • Organize transport of stand equipment • Order parking places for vehicles • Order security services, insurance, storage • Graphic services • Order catering • Book additional staff for stand <i>Please note the max. number of stand personnel per exhibition space in our exhibition terms and conditions (No 10.1).</i> 	BECO Webshop > Installations and Telecommunications BECO Webshop > Logistics BECO Webshop > Tickets and Parking Space BECO Webshop > Personnel, Stand Services, Catering, Insurance for Exhibits
14 - 16 May 2021	<ul style="list-style-type: none"> • Stand construction: machinery (expositions) 7.00 a.m. - 10.00 p.m. 	FRUIT LOGISTICA SE 2021 Conditions of Participation
15 - 16 May 2021	<ul style="list-style-type: none"> • Stand construction: decorations 7.00 a.m. - 10 p.m. 	FRUIT LOGISTICA SE 2021 Conditions of Participation
17 May 2021	<ul style="list-style-type: none"> • Stand construction: decorations 7.00 a.m. - 8 p.m. 	FRUIT LOGISTICA SE 2021 Conditions of Participation
18 - 20 May 2021 FRUIT LOGISTICA SE	<ul style="list-style-type: none"> • Opening hours for exhibitors: <i>Daily 8 a.m. - 6 p.m., Thursday 8 a.m. - 5 p.m.</i> • Opening hours for trade visitors: <i>Daily 9 a.m. - 5 a.m., Thursday 9 a.m. - 4 p.m.</i> 	<div style="background-color: #e91e63; color: white; padding: 10px;"> <p>! Exhibitors are obliged to maintain their stands fully equipped and decorated and to man the stand with official staff for the entire duration of the exhibition from 9.00 a.m. to 5.00 p.m. each day. Dismantling of stands before 4.00 p.m. on Friday, 20 May 2021 is not permitted.</p> </div>
21 May 2021	<ul style="list-style-type: none"> • Stand dismantling: 7.00 a.m. - 10.00 p.m. 	
From June 2021	<ul style="list-style-type: none"> • Receive final invoice 	electronic invoicing

! Please note the order deadlines in the BECO Webshop in order to avoid possible late surcharges.