

Exhibitor Manual

LAB | SUPPLY

Augsburg

November 12th, 2025

TABLE OF CONTENT

1. General Information

Contact Organiser	01
Location Address	01
Contact at Location.....	01
Directions to Location	01
Parking	01
Booth Staff Registration.	01
FAQs	01

2. Time Table for set-up and trade show day

Exhibitor Registration at Location	02
Set-up times for exhibitors	02
Opening Hours for Visitors	02
Dismantling times for exhibitors.....	02

3. Information on delivery and assembly

Directions to Location	03
Times for delivery for freight forwarders/parcel services	03
Delivery address for of exhibition goods.....	03
Delivery of heavy exhibition goods	04
Delivery by courier and parcel services	04
Storage of empty pallets and cardboard boxes	05
Collection of exhibition goods	05

4. Information on the exhibition booth

Exhibition Booth equipment	06
Information on technical connections (electricity, internet).....	06
Order additional services	06

5. Information on Lectures

Current Programm	07
Technical Equipment	07
Leadsystem	07

6. Marketing

Marketing LAB-SUPPLY	08
Marketing LABORRPAXIS	08

7. Exhibitor Evening

Location, Time, Date, Registration	09
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8. Hotel Recommendation

Information on Hotels.	10
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9. Further information for exhibitors

Warning SPAM Emails.....	11
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10. Job vacancies

Job Wall @ LAB-SUPPLY.....	12
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1. General Information

Contact Organiser	Vogel Event Solutions GmbH Elisabeth Dietz Product Manager Event Tel. +49 931 418-2258 Mobil: +49 151 21072674 elisabeth.dietz@vogel.de
Location Address	Messe Augsburg Am Messezentrum 5 86159 Augsburg
Contact at Location	Vogel Event Solutions GmbH Neele Wirth Managerin Event Support Telefon: +49 931 418-2340 Mobil: +49 175 7679406 neele.wirth@vogel.de
Directions to Location	https://www.messeaugsburg.de/de/anreise-aufenthalt/vor-ort/parken
Parking	There is a large parking lot next to the Messe Augsburg
Booth Staff Registration	Please register yourself and your colleagues via the following link: https://www.lab-supply.info/en-gb/besuchen/augsburg Click on the "Access code" field at the top left and enter your code. You will have received your code from us by email. The ticket category "Standpersonal Aussteller" will be activated Stand personnel: 1 person per running meter is included Full catering with food & drinks on the day of the fair (lunch & 3 drinks vouchers) Participation in the exclusive exhibitor evening with food & drinks Additional stand personnel possible for an additional charge
FAQs	https://www.lab-supply.info/en-gb/ausstellen Here you can find our FAQs as PDF Download

2. Time Table for set-up and trade show day

Exhibitor Registration at Location	There is a central point on site that is signposted. We kindly ask all exhibitors to first register with the exhibitor registration desk and ask for their stand location. Then unload the exhibition goods and then park your car IMMEDIATELY in the underground parking garage
Set-up times for exhibitors	on November 11th, 2025 01:00pm-06:00pm or on November 12th, 2025 07:30am-09:00am
Opening Hours for Visitors	Admission: from 09:00 am Start of lectures: 09:30 am Opening hours of the exhibition: 09:30am-03:00pm
Dismantling times for exhibitors	Wednesday November 12th, 2025, 03:00pm until 06:00pm We urge you not to dismantle before 3:30 pm Prior dismantling, even after consultation, is not permitted.

3. Information on delivery and assembly

Directions to Location	Detailed directions can be found under the following link https://www.messeaugsburg.de/de/anreise-aufenthalt/vor-ort/parken
Times for delivery for freight forwarders/parcel services	on November 11th, 2025 from 01:00pm until 06:00pm on November 12th, 2025 from 07:30am until 09:00am
Delivery address of exhibition goods	Messe Augsburg LAB-SUPPLY_IHR FIRMENNAME Am Messezentrum 5 86159 Augsburg

Delivery of heavy exhibition goods	You cannot unload your goods on site via a ramp. The truck must have a lowerable ramp. A pallet truck is available on site, but no forklift truck.
Delivery by courier and parcel services	Please book your courier or parcel service for the set-up day. Earlier deliveries are only possible after prior agreement with the organizer and the location. Messe Augsburg and the LAB-SUPPLY assume no liability for damaged exhibition goods that are accepted before the official delivery dates. Please note your company name visibly on the freight/packages (sticker or similar) This will enable us to allocate consignments better and help the courier and parcel services more quickly. Unloading via a ramp is not possible. Please note this when making your booking. A pallet truck is available on site, but no forklift truck.

Storage of empty pallets and cardboard boxes	We have a storage room for the temporary storage of of empties, pallets and other packaging packaging material that you as an exhibitor will need for dismantling. Please contact the trade fair organization to inquire about the room. We will be happy to help you store larger pallets. Pallets may not be left in front of the stand after set up but must be taken to the storage room independently. You are welcome to ask the trade fair organization on site for a pallet truck. The storage room is open until 6pm for set-up. The storage room is not open again for dismantling until 3:30pm
Collection of exhibition goods	Please book your forwarding/courier or parcel parcel service to after 3:30pm Please pack your exhibition goods and stamp them accordingly. If you have to leave the location before the arrival of your forwarding agent, please contact the trade fair organization in advance. The stand personnel will receive a storage slip, which must be completed in full. Please do not leave any exhibition goods unstamped Messe Augsburg and the LAB-SUPPLY assume no liability for lost or damaged exhibition goods. If it is not possible to collect the goods on the day of the fair by 6pm, we kindly ask you to inform the trade fair organization in good time so that this can be clarified with the location.

4. Information on the exhibition booth

Exhibition Booth equipment	Stand equipment: per running meter booked: Table area or open space (table dimensions: depth 60-100 cm / standard height approx. 73 cm) per stand booking: 1x chair 1x 230V plug connection (please provide 5m cable to the junction point, if necessary with multiple socket strip) Additional Schuko connection and three-phase current possible for an extra charge
Information on technical connections (electricity, internet)	Unless otherwise stated at the time of registration, you will receive a 230V power connection. Please bring your own extension cable. extension cables can be borrowed from the trade fair organization for a deposit of €10 Free WIFI is available at the location
Order additional services	If you require technical equipment, such as a monitor or similar, and are unable to bring it yourself, please contact the trade fair organization. We can obtain an offer from the respective location. location. We cannot offer you additional furniture such as bar stools, shelves or other standard exhibition stand equipment for hire at LAB-SUPPLY.

5. Information on Lectures

Current Programm	https://www.lab-supply.info/en-gb/besuchen/Augsburg
Technical Equipment	Speakers do not need to bring their own equipment. We provide a screen, a projector and a laptop. It is sufficient to bring the presentation on a USB stick. If necessary, a USB stick can be borrowed from the trade fair organization. (for a deposit of 10€) It is possible to connect your own laptop. We ask you to test this in advance when setting up the day before to ensure that the laptop is compatible with the projector provided.
Leadsystem	In 2025 you will have the opportunity for the first time to get the contacts of the participants of your presentation. This service must be booked separately in advance Your presentation with lead guarantee 30-minute presentation in a separate conference room Prominent marketing of the specialist presentation (e.g. via email marketing, social media, etc.) as well as in the exhibition documents on site and on information boards. Lead guarantee The presenting company receives full leads of the participants (surname, first name, position in the company, company, email address) as a digital file afterwards. GDPR-compliant lead use possible.

6. Marketing

Marketing LAB-SUPPLY	You can download our advertising material here https://www.lab-supply.info/en-gb/ausstellen/augsburg We provide you with logos, graphics and banners relating to the LAB-SUPPLY that you can use for your own corporate communications. The "How-to" guide, which gives you tips on how to use the advertising material, is also sure to be helpful. If you need advertising material in a specific size or resolution, you can contact us with your requirements.
Marketing LABORPRAXIS	For more than 45 years, the LABORPRAXIS has been supporting laboratory staff in their daily work and provides assistance in the spirit of our brand essence: “Those who use us can do more.” We reach the readers of LABORPRAXIS with 8 print editions, a German and an English English specialist portal, more than 200 newsletters, the regional trade fair LAB-SUPPLY and via social networks such as LinkedIn, Facebook and Xing. LABORPRAXIS also provides laboratory staff in China all useful information on all communication channels including WeChat. Further information can be found here: https://b2bmarketing.vogel.de/pages/laborpraxis

7. Exhibitor Evening

Location, Time, Date, Registration	The exhibitor evening will take place on Tuesday , November 11th, 2025, from 07:00pm to 10:00pm Kälberhalle Augsburg Berliner Allee 36 86153 Augsburg We are always very happy when we can get together with our exhibitors the evening before in a relaxed atmosphere with good food and drinks. Participation for stand personnel is free of charge, but a binding registration/deregistration is mandatory in advance, but at least 14 days in advance. For our catering planning, please let us know by October 7th, 2025 if your stand personnel/field staff cannot attend the exhibitor evening or if you would like to register additional stand personnel. If you are unsure whether and how many people you have registered, please contact the trade fair organization. Note in the spirit of sustainability: If stand personnel register in advance and do not show up without any explanation, we will take the liberty of sending you a request for a donation to the Vogel Foundation. You can find information about our foundation here: https://www.vogel-stiftung.de/
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8. Hotel Recommendation

Information on Hotels	LAB-SUPPLY Augsburg There is no room contingent available NinetyNine Hotel Augsburg, Trademark Collection by Wyndham Am Technologiezentrum 1 86159 Augsburg https://www.99-hotels.com/hotels/augsburg/ Hotel Haunstetter Hof Landsberger Str. 48 86179 Augsburg Telefon: 082183645 https://www.hotel-haunstetterhof.de/ Super 8 by Wyndham Augsburg Eichleitnerstraße 9 86199 Augsburg Telefon: 082189990510 https://www.wyndhamhotels.com/de-de/super-8/augsburg-germany/super-8-by-augsburg/overview?CID=LC:yytq4fvvehxh7se:54341&iata=00093796
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9. Further information for exhibitors

Warning SPAM Emails	We would like to warn you about misleading offers relating to LAB-SUPPLY. Please do not respond to any requests from third parties who ask you to compare data in the name of LAB-SUPPLY or who offer you products and services in our name. Please do not respond to any offers from foreign service providers who offer you lists of LAB-SUPPLY visitors. We do not sell visitor data to third parties. Please assume that these offered lists are fake and in no way GDPR-compliant
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10. Job vacancies

Job Wall @ LAB-SUPPLY

Do you have vacancies in your company to fill?

Then please contact our partners:

Analytik NEWS

<https://analytik.news/werbung/job.html>

<https://analytik.news/jobs/inserieren.php>

<https://analytik.news/kontakt.php>

T5 career portal

Our partner T5 Interface advertises exclusively digitally for your vacancies.

<https://www.t5-karriereportal.de/lab%20supply/>

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