

LAB-SUPPLY FAQs

What booth sizes are available?

- Exhibitors can book their booth space starting from one running meter. Smaller booth spaces are unfortunately not available.
- Setting up a promotional wall or roll-ups is permitted, provided that the display width corresponds to the number of meters booked (e.g., 2 linear meters of table space = 2 meters of display width for the promotional wall/roll-ups).

Examples of the most frequently booked booth sizes:



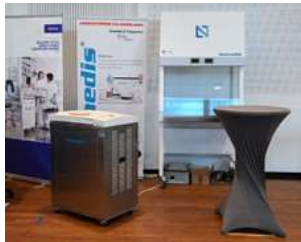
1 meter



2 meters



3 meters



2 meters without tables



3 meters without tables



5 meters without tables

What services are included in the exhibitor package?

- You'll be allocated the booked number of running meters within the table row. The booking can be made either with or without tables (see photos). Chairs and a 230V power connection are included.
A high-voltage connection can also be provided on request at no extra cost.
Your entry in the exhibitor directory is included as well.
- OPTIONAL add-on: Leadscanner App
You'll receive the leads of all visitors whose badges you scan as a digital file (including first name, last name, job title, company, email address, and phone number).
Scanning badges is not possible without the app.
Cost: €350 (net) per location

As an exhibitor, will I receive a hall plan in advance and can I choose my stand location?

- No, you will not receive the hall plan in advance. However, you may inquire about your booth number beforehand. Please note that booth numbers are not visibly marked at the exhibition stands. Booth allocation is determined exclusively by the organizer and may only be changed on-site with their approval. When booking, you are welcome to indicate your preferred location.

When will I receive the invoice for the booked locations?

- You will receive a separate invoice for each booked LAB-SUPPLY trade fair. Payment term is 14 days without deductions. You will NOT receive a collective invoice for several booked trade fairs.

Is there a discount when booking multiple locations?

- Yes, when booking multiple LAB-SUPPLY trade fairs within a calendar year, we offer the following discounts:
 - Booking 10 or 11 trade fairs: 12% discount
 - Booking 8 or 9 trade fairs: 10% discount
 - Booking 6 or 7 trade fairs: 8% discount
 - Booking 4 or 5 trade fairs: 5% discount

What are the dimensions of the tables?

- The dimensions of the tables vary depending on the venue and its existing equipment. The tables usually have a depth of about 60-100cm and a standard height of 73cm.

Do I need to bring a tablecloth?

- Yes, please bring your own tablecloth that covers your entire booked area.
- The tablecloth must comply with the German fire protection standard DIN 4102 B1 and therefore be flame-retardant.



I would like to invite my clientele. Where can I find promotional material?

- On our website <https://www.lab-supply.info/en-gb/ausstellen> you will find our logo, email binders, web banners and social media graphics for your advertising around your LAB-SUPPLY participation.
- If you require promotional materials in a specific size, please let us know so we can provide them accordingly.

Are there exhibitor passes or name badges for the exhibitors?

- Each exhibitor receives one personalized ticket code per booked running meter for booth staff. By registering via our website, booth staff will receive a ticket, which must be presented either digitally or in printed form on the setup day and on the day of the event for check-in.
- The ticket can also be used as a name badge if printed out. However, you may still use your own company name badges if you prefer.

Do exhibitors receive parking tickets?

- No, you cannot purchase parking tickets from us. Parking costs must be covered by the exhibiting company.
- Exceptions:
 - in Frankfurt, a large free parking area is available in front of the Jahrhunderthalle.
 - in Hamburg, parking is free of charge for all exhibitors.

Who is allowed to give a presentation at LAB-SUPPLY and how can I register for one?

- Each trade fair offers a limited number of free presentations, depending on the spatial capacity of the respective venue.
- Every exhibitor may give a presentation upon prior registration. However, this is only possible at LAB-SUPPLY events where the exhibitor has also booked a booth. Registration for a presentation can be submitted together with the booth booking or at a later time. Please note that booking a booth does not automatically entitle you to a presentation slot.
- Presentation slots are allocated on a first-come, first-served basis. If all slots are already taken at a specific location, you will be notified that you have been placed on the waiting list and may move up if another speaker cancels.
- Since 2025, it has been possible to book Speaker Leads for €350 (net) per location. The presenting company will receive the leads of the presentation attendees (including first name, last name, job title, company, and email address) as a digital file afterwards. Use of the leads is DSGVO-compliant.

Where and when does the exhibitor evening take place? Is there a fee to participate?

- The exhibitor evening always takes place after setup on the evening before the trade show, from 7:00 PM to 10:00 PM. The venue will be announced in advance on the LAB-SUPPLY website: <https://www.lab-supply.info/en-gb/ausstellen>
- Participation for booth staff is free of charge; however, binding registration is mandatory in advance, at the latest 10 days before the event. If registered booth staff do not attend without any explanation, we reserve the right to request a donation to the Vogel Foundation.

Is catering provided for booth staff on the trade show day?

- On the trade show day, each member of the booth staff will receive a voucher for three (3) non-alcoholic beverages as well as a hot lunch. The location of the lunch can be inquired about on-site from the LAB-SUPPLY organizers. Lunch is served from 12:00 PM to 2:00 PM. Beverages can be collected at the designated distribution points between 8:00 AM and 4:00 PM.

Is there a room contingent available for exhibitors at the hotels?

- At several locations, we have arranged room contingents for exhibitors with nearby hotels. We recommend booking your rooms early to secure the best available rates and conditions.
- A list of recommended hotels along with further information can be found online at: <https://www.lab-supply.info/en-gb/ausstellen>

If you have any further questions, please do not hesitate to contact us



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