

Registration of a stand party / other event

to be completed by the customer

**For submission to the regulatory authorities (Building Inspectorate of the City of Cologne)
(Professional Fire Department of the City of Cologne)**

Event:

Exhibitor:

Hall: Aisle: Booth-no:

Contact person: Phone: e-Mail:

Contact person on site: Phone on site:

Stand party/event date: time: from: until:

Floor space of the stand: sqm - amount of unbuilt (freely accessible) area of the stand: sqm
Stand furniture is also to be considered as built area

Number of persons: the rule is: 1 person per sqm of unbuilt (freely accessible) area

Type of event:

short description, possibly program

Change of the stand structure:

if yes, short description

Invoice address:

Please attach your booth sketch to this form!

You must register your event with GEMA independently: <https://www.gema.de/en>

Place, date:

Signature of the exhibitor:

Please send the completed form by e-mail to CloserStill Media Germany GmbH by 07.08.2025 at the latest, Ms Linda Kissel: l.kissel@messe.org