

KONTEC 2027

18th International Symposium
15–17 September 2027 · ICD Dresden

As at July 2026*

*Subject to change

Exhibitor Manual

We would like to wish you every success in presenting your company in Dresden.

If you are interested in running a promotional campaign alongside KONTEC 2025, we would be delighted if you could get in touch with us.



OVERVIEW WHEN BOOKING STAND SPACE

A

Your personal checklist – please tick off each step in turn:

- ☐ **Booking** enquiry / booking confirmed by DKM?
- ☐ **Terms and Conditions and handbook read** – please read in full
- ☐ **Forward the handbook.** Has it been forwarded to the stand builder? (only necessary if not Cubicworx)
- ☐ Have **the handbook and terms and conditions** been made available to the stand supervisor?
- ☐ **Order for equipment / stand construction placed** with Cubicworx? → kontec.cubicworx-congress.de
- ☐ **Third-party or self-builders: Has a stand sketch been submitted?** Only if no Cubicworx package has been booked
- ☐ **Rigging / suspension** required? If so: have you enquired with [schickschön](https://www.schickschoen.de)?
- ☐ **Arrange catering:** Order directly with the Maritim ICD – forms will be sent by the organisers approx. 3 months before KONTEC



EXHIBITOR'S RESPONSIBILITIES

B

10 RIGGING & SUSPENSIONS

Arrange ceiling suspensions

All suspensions at the ICD Dresden must be carried out exclusively by schickschön GmbH & Co. KG.

→ Online:

www.schickschoen.de/kontec/

→ Email: kontec@schickschoen.de

Only suspensions that have been submitted in advance, checked and commissioned will be installed.

11 SITE PLANS & APPROVAL

Submit a stand layout

Don't have a Cubicworx package? → Send your stand layout by 15 August 2027 to: standplan@cubicworx.de

The sketch must include: dimensions and number of suspension points, total weight, type of suspension, installation heights, and marked walkway areas.

Based on the documentation, Cubicworx will obtain planning permission from the ICD.

For further information, see the appendix



Please note: Side and/or rear walls may still be required for open stands – costs to be borne by the exhibitor.



GENERAL INFORMATION

C

ORGANISER

Kontec Gesellschaft für technische Kommunikation GmbH

Dudenstraße 6
D-68167 Mannheim
<https://www.kontec-symposium.com/>

ORGANISATION & COORDINATION

DKM Business Events GmbH

Janet Riese
Paul-Sorge-Str. 28
D-22459 Hamburg
Email: kontec@dkm-hamburg.de
+49 40 6483 9513

VENUE

Maritim ICD Dresden

Isabell Raschinsky
Devrientstr. 10–12
D-01067 Dresden
Telephone: +49 351 216-1007
Email: meeting.dre@maritim.de



Our General Terms and Conditions apply and can be found at: www.kontec-symposium.com/agb

EXHIBITION STAND PARTNER**cubicworx GmbH**

Kristin Kremer
 Hermann-Mende-Str. 4
 D-01099 Dresden
kongress@cubicworx.de
 +49 351 40752255
kontec.cubicworx-congress.de
standplan@cubicworx.de floor plans

TECHNICAL PARTNER · RIGGING**schickschön GmbH & Co. KG**

Gabriel Hustig
 Hermann-Mende-Str. 4
 D-01099 Dresden
kontec@schickschoen.de
 +49 351 3230480
<https://www.schickschoen.de/kontec-2027-rigging-order-de/>

**GENERAL TERMS AND CONDITIONS FOR EXHIBITORS****D****🕒 Exhibition dates**

Wed, 15 September 2027	10:00 – 18:00 + Exhibitors' Evening 18:00 – 22:00
Thu, 16 September 2027	09:00 – 18:00
Fri, 17 September 2027	09:00 – 13:00

🕒 Set-up and dismantling times

Mon, 13 September (self-builders & external builders)	from 1.00 pm to 10.00 pm
Tue, 14 September (self-builders & external builders)	from 08:00 to 22:00
Tue 14 Sept (cubicworx)*	Ready for collection from 2.00 pm
Fri 17 Sept (dismantling for all)	from 13:00 at the earliest *see Exhibitor Terms and Conditions, point 13 contractual penalty

**Exhibitors' Evening, Wed 15 September 2027**

Light refreshments, drinks & entertainment included. Event ends at 10.00 pm.

Highlights in the sponsorship brochure**€195**1–10 m²**€395**11–20 m²**€595**from 21 m²

* plus VAT

**CATERING AVAILABLE every day**

You are welcome to bring your own food and drink for a corkage fee. Catering is available via the Maritim ICD.

- Special requests can be booked directly with the Maritim ICD.
- The order form will be provided by the organiser approximately 2–3 months before the event.



* cubicworx stands will be ready for occupation from 2.00 pm: decoration can begin immediately and must be completed by midnight at the latest.



12 Included in the space hire fee

☒ Services per rented space

- ✓ Reservation & provision of stand space
- ✓ 3 kW electricity (for lighting and cooling) per space
- ✓ Daily cleaning & final cleaning of the hall floor
- ✓ Cleaning of the stand area can be booked as an optional extra in the Cubicworx Shop
- ✓ General security for the exhibition hall (overnight)
- ✓ Free access for stand staff depending on stand size



3 kW

Electricity included per stand



1–3

Free passes depending on stand size



Need more electricity or services?

Can be booked via the cubicworx online shop



Not included: Water, gas and compressed air connections are not available. Exhibits must be displayed only on the rented space. Floor protection (carpet or similar) is compulsory.

13 · EXHIBITION AREA

Halls 1–5 + Restaurant + Hall foyer

ICD International Congress Centre Dresden.

Stands for refreshments during breaks will be integrated into the exhibition.

Details: Information & provisional floor plan on the website.

14 · EXHIBITION SPACE RATES

€572 – €625 per m² plus VAT

Classic: €572 per m² to Platinum: €625 per m²

Depending on the category, promotional activities are included (see sponsorship brochure).

15 · STAND STAFF

Free passes

1 pass for stands up to 16 m²

2 passes for stands up to 24 m²

3 passes for stands of 25 m² or more

Registration with an activation code is required (to be provided by DKM before ticketing begins).

16 · ELECTRICITY SUPPLY

3 kW included

All areas: 3 kW power supply included.

In addition: Order via the [online portal](#)

17 · STAND CONSTRUCTION, FITTINGS & PRINTED MATERIALS

Order via cubicworx

🔑 Early bird prices until 19 August 2027 – standard prices apply thereafter.

Shop: [cubicworx GmbH](#)

Enquiries: kongress@cubicworx.de

· +49 351 40752255

Do not drill into or damage the walls. Remove all traces of adhesive (otherwise a charge of at least €40 per hour will apply).



DELIVERIES

F



Vehicles over 3.5 t · Lorries

Access via the underground car park entrance

Entrance behind the ICD from Ostra-Ufer → open area → entrances along the window front in Halls 1–3 & the Great Hall.

Please move your vehicle immediately after unloading – no reservations; please allow for waiting times.

Parking: 'Volksfestgelände' coach park behind Marienbrücke (subject to a charge).

Please note set-up times.



Vehicles under 3.5 t · Cars / delivery vans

Access via the ICD forecourt or unloading via the underground car park

Deliveries to the Saalfoyer: via the forecourt of the Congress Centre; planned: access via glass doors from the forecourt. Handle glass doors and walls with care.

If necessary, via the ICD's underground car park

Hand trolleys and transport trolleys available on request only.

18 Parcel deliveries



ADDRESS FOR PARCEL DELIVERIES

Maritim Dresden
Warenannahme
KONTEC 2027, [Your company]
Devrientstraße 10–12
D-01067 Dresden



IMPORTANT INFORMATION



Items must be received no later than 1 week before the start of the event



Goods reception: Mon–Fri, 08:00–18:00



Parcels will be temporarily stored at the goods reception area – transport to the stand is to be arranged by stand supervisors or by the exhibitor themselves.



ICD and the organiser accept no liability for deliveries.



COLLECTION / RETURNS

Please arrange collection by parcel services and hauliers yourself.

- Suitable cardboard box?
- Packing tape?
- Return label?

We can assist you on request.



Please ensure that the company name and "KONTEC 2027" are clearly marked on and inside every consignment.



19 · FLOOR LOAD

Max. 500 kg/m²

Exhibition stands must not exceed 500 kg/m².
Strictly adhere to the evacuation route plan.
No large/heavy exhibits – see the appendix for details (ICD floor load overview).

20 · FLOOR PROTECTION

Carpet / floor protection compulsory

Damage to floors is prohibited.
Do not use carpet adhesive.
Anti-slip mats are recommended.
The exhibitor is liable for all damage.

21 · SITE-SPECIFIC REQUIREMENTS FOR ICD

Observe ceiling heights

Control bridge 1 (Halls 3/4): max. structure height 2.50 m
Control room 1 (Hall 1): max. structure height 4.00 m
Fixed columns in some areas.
Emergency exits leading to the window front facing the Elbe.

22 · EXHIBITION REGULATIONS & LIABILITY

Exhibition equipment is provided on loan – please treat it with care.
Exhibition stands must be erected on carpeted flooring.
The organiser accepts no liability for loss of or damage to items brought onto the premises.
Only the exhibition itself, not individual stands, is monitored.

23 · FIRE SAFETY

DIN 4102-1 B1 / EN 13501-1

All materials must be at least flame-retardant (B1).
No materials that drip when burning or are toxic.
Test certificate to be provided on request.

24 · EMPTIES *SEE ANNEX

Conference rooms 7 and 8 free of charge

Approx. 90 m² (conference level) for temporary storage of empties.
Access via goods lift.
Outdoor storage behind the stage entrance (unguarded, weatherproof).
The service corridor (“yellow corridor”) and corridors between the stand areas must be kept completely clear.

25 · WASTE DISPOSAL DURING SET-UP AND DISMANTLING

Rubbish bins (1.1 m³ each) provided in the exhibition area.
Do not store any materials in the ‘yellow corridor’ or at the ICD delivery entrance.
Disposal there will be invoiced separately.

26 POWER SUPPLY · IMPORTANT NOTE

Check portable electrical equipment in accordance with DGUV Regulation 3.
Keep escape and rescue routes clear at all times.
Drinks stations: moisture-impermeable and absorbent flooring around and beneath the stations.



Various advertising and sponsorship options are available as part of KONTEC 2027:

-  Sponsorship & advertising in event media
-  Banner advertising at the venue
-  Printed materials & inserts in conference documents

Please refer to the separate brochure “Advertising & Sponsorship” for details. We would be happy to discuss any specific ideas with you in person.

Contact: kontec@dkm-hamburg.de · +49 40 6483 9513



I 1 · HALL USAGE REGULATIONS

Maritim ICD

Hall Usage Regulations (as at 2019) – current version applies.

Protect the building structure: do not damage columns, handrails, floors or walls.

Ensure structural stability (overturning moment); max. 500 kg/m².

Materials: Fire class B1 (flame-retardant).

Keep escape and rescue routes clear at all times.

I 2 · FLOOR LOADS / LOAD-BEARING CAPACITIES

Detailed overview

Overview of floor loads and load-bearing capacities in the ICD – enclosed as a separate document.

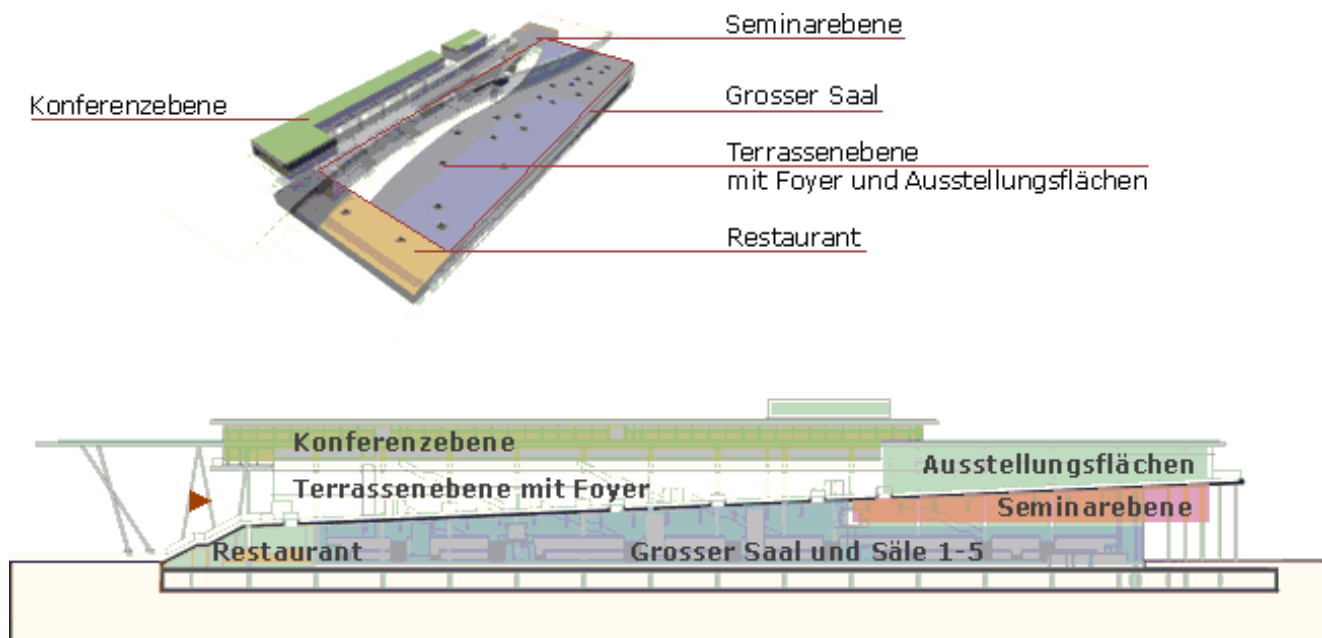
Please consult this before planning your stand layout.

I 3 · OVERVIEW OF ICD LEVELS

Site Plan & Floors

Graphical overview of the levels and halls at the ICD Dresden.

I 3 · OVERVIEW OF ICD FLOORS



A4 STAND SKETCHES & STAND CONSTRUCTION APPROVAL

If you are not booking a stand package via cubicworx, please ensure you send a stand sketch of your planned exhibition stand to standplan@cubicworx.de by 15 August 2027.

The stand sketch must clearly show the layout, fittings and, above all, the construction heights. We also require a view of your exhibition stand.

The stand sketch (top view of the stand area including orientation) must include the following details:

- Dimensions of the suspension points
- Number of suspension points
- Weight of the entire structure
- Weight per point
- Type of suspension (e.g. truss, banner)
- Height
- Neighbouring stands, including stand numbers
- Marking of walkways



Based on the above-mentioned documents, we will apply to MARITIM ICD for planning permission for your exhibition stand. Otherwise, we cannot guarantee that the stand will be erected without a hitch.

I 5 NOTE ON REAR AND SIDE WALLS

Please note: If you are planning an open stand, you must ensure that side or back walls may still need to be ordered. The costs will be borne by the exhibiting company. The stand-building company commissioned by us will draw your attention to this during the planning stage, and possibly also after you have placed your order and we have checked its feasibility.

In the interests of all exhibitors, we wish to ensure that the rear wall of mobile exhibition stands is not left uncovered. All exhibitors should be able to present their stand in the best possible way.

You are welcome to select wall panels individually via the online portal kontec.cubicworx-congress.de/de/.

I 6 STAND CONSTRUCTION AND PRINTING

Discount prices – deadline 19 August 2027 / Standard prices apply from 20 August 2027

Stand construction, additional fittings and printed materials are available from our stand builder, cubicworx GmbH. Orders can be placed online at <http://kontec.cubicworx-congress.de>. Please register on the site to gain access to the webshop.

To take advantage of the preferential rates, please place your order by 19 August 2027.

To save time and money, please read all service descriptions carefully and place your order as early as possible. For any queries regarding the ordering system, please contact: standplan@cubicworx.de, Tel. +49 351 40752255.

I 7 STAND PACKAGES

Various stand packages, starting from 4 square metres, are available in the cubicworx webshop.

The system stands on offer and all fittings are the property of the stand construction company commissioned by us and are loaned to the exhibiting companies for the duration of the KONTEC 2025 event.

Please note that the partition walls must not be damaged by drilling, nails, drawing pins or similar items. Adhesive residue must be removed completely at the end of the event. Should any adhesive residue remain on the wall surfaces, we will charge a cleaning fee of €40.00 per hour (net). Should the adhesive residue prove impossible to remove, we will charge a flat-rate replacement fee of €85.00 net for the damaged wall surface. The organiser (Kontec GmbH) and/or the event management company (DKM GmbH) shall not be liable for any damage caused to the exhibition stand materials provided on loan.

I 8 PANEL LETTERING & CUSTOM STAND DESIGN AND REQUESTS

Panel lettering, e.g. featuring your company's logo, can be selected when booking your stand via the cubicworx online booking system. Our stand construction company will be happy to provide you with bespoke quotes for custom-designed stands tailored to your requirements. Please contact the cubicworx team at kongress@cubicworx.de, Tel. +49 351 40752255.

I 9 EMPTY PACKAGING

Conference Rooms 7 and 8, totalling approx. 90 m² (conference level), are available free of charge. The conference level is easily accessible via the goods lift; there is direct, unobstructed access from the goods lift to conference rooms 7 and 8. For weather-resistant materials, there is also the option of unattended outdoor storage behind the stage entrance to the main hall.

Due to current safety regulations (escape route plan), under no circumstances may equipment (e.g. empty containers, pallets, etc.) and/or rubbish be temporarily stored in the MARITIM ICD service corridor, known as the 'yellow corridor', nor in the ICD goods delivery area on Ostra-Ufer. Any materials temporarily stored there and/or rubbish left behind will be removed at the exhibitor's expense.



Please note that, due to the limited storage space available for the temporary storage of exhibition stand returnables, we can only provide free temporary storage for standard quantities of such returnables.

We would particularly ask exhibitors who are expected to have large quantities of empty packaging (e.g. large material containers, pallets, etc.) or exhibitors who are constructing their own stands to take note of these instructions. Where necessary, it may be possible to hire additional storage space at the MARITIM ICD for a fee. We recommend that you make arrangements in advance with the event organiser, DKM GmbH, well before the start of KONTEC.

I 10 WASTE DISPOSAL DURING SET-UP AND DISMANTLING PERIODS

During the set-up and dismantling periods for the KONTEC trade fair, a sufficient number of waste containers (each 1.1 m³) will be provided in the exhibition area. Please use the waste containers provided to dispose of your stand construction and fit-out waste.

⚠ Important notice: NO materials whatsoever may be temporarily stored or 'disposed of' in the service corridor of the International Congress Centre Dresden (the so-called 'yellow corridor') or in the ICD goods delivery area on Ostra-Ufer.

The removal or disposal of any material stored or disposed of in the aforementioned areas will be invoiced separately.

I 11 MARITIM ICD HALL USAGE REGULATIONS

The Hall Usage Regulations (as at 2019) are valid in their current version and may be amended at any time up to KONTEC 2025.

In principle, the provisions of the Hall Usage Regulations and the statutory requirements apply.

In addition, the following applies:

- In general, the building's structure must be protected; this applies in particular to:
 - Damage to columns, railings, beams, floors and walls, etc., caused by fixing objects, placing loads or similar actions.
 - Adhesive tape residue caused by strong-adhering fabric tape or other sticky surfaces
- For temporary structures, attention must be paid to overall stability (tipping moment) and floor load (max. 500 kg/m²)
- Materials used, in particular textiles, banners, etc., should comply with fire class B1 (flame-retardant)
- Electrical safety must be observed, in particular the testing of portable electrical equipment in accordance with DGUV Regulation 3
- Escape and rescue routes/emergency exits must be kept clear at all times
- The organiser is responsible, where applicable, for ensuring compliance with current legal requirements. This applies to this event, in particular with regard to compliance with the Youth Protection Act (JuSchG) and the serving of alcohol and tobacco products
- In particular, attention must be paid to compliance with DGUV Regulation 17/18 and the applicable IGW industry standards
- Compliance with any applicable qualification requirements, in particular:
 - Supervision by a qualified stage or studio technician for technical set-ups (DGUV Regulation 17/18, Section 15)
 - Competence to operate aerial work platforms (DGUV Rule 100-500)
 - Appropriate qualifications (specialist in temporary structures, rigger) when suspending temporary loads above people
- Activities posing a fire hazard (all work involving open flames or flammable substances) must be reported to the relevant fire safety authority
- The use of show lasers must be notified to and approved by the relevant authority
- Around the drinks stations, a one-metre area both around and beneath them must be covered first with a moisture-impermeable layer and then with an absorbent layer to protect the delicate floor.

Please note:

- DGUV regulations: [Stages and Studios | Administration | Publications by subject area | Regulations | DGUV Publications](#)
- IGW industry standard: [SQO2 Event Rigging Organisation and Work Procedures – IGW](#)
- Saxon Public Assembly Venues Ordinance: [REVOSax Saxony State Law – Saxon Public Assembly Venues Ordinance – SächsVStättVO](#)

I 13 FLOOR LOADS / LOAD-BEARING CAPACITIES IN THE ICD

BITTE BEACHTEN SIE, DAS FLUCHT- UND RETTUNGSWEGE **GRUNDSÄTZLICH** FREI GEHALTEN WERDEN MÜSSEN.

UNTERGESCHOSS

TIEFGARAGE

Last	Druck in Newton	Gewicht in Kilogramm
Verkehrslast	10 kN	1000 kg
Gabelstaplerbefahrbarkeit	10 kN	1000 kg
Last pro m ²	3,5 kN/m ²	350 kg / m ²

EINFABRT TIEFGARAGE

Last	Druck in Newton	Gewicht in Kilogramm
Verkehrslast	10 kN	1000 kg
Last pro m ²	5 kN/m ²	500 kg / m ²

ERDGESCHOSS - AUßENBEREICH

ANLIEFERUNG RUND UM DAS GEBÄUDE, SOWIE BÜHNENANLIEFERUNG

Last	Druck in Newton	Gewicht in Kilogramm
Verkehrslast	10 kN	1000 kg
Gabelstaplerbefahrbarkeit	10 kN	1000 kg
Bodenlast pro m ²	5 kN/m ²	500 kg/m ²

SAALEBENE

KONGRESSSÄLE

Last	Druck in Newton	Gewicht in Kilogramm
Verkehrslast	10 kN	1000 kg
Gabelstaplerbefahrbarkeit	10 kN	1000 kg
Bodenlast pro m ²	5 kN/m ²	500 kg/m ²

BITTE BEACHTEN SIE, DAS ES SICH IM SAAL UM EINEN PARKETTFUßBODEN HANDELT.

GALERIEN SAALEBENE

Last	Druck in Newton	Gewicht in Kilogramm
Bodenlast pro m ²	7,5 kN/m ²	750 kg / m ²

BITTE BEACHTEN SIE, DAS ES SICH AUF DEN GALERIEN UM EINEN PARKETTFUßBODEN HANDELT.

SAALFOYER

Last	Druck in Newton	Gewicht in Kilogramm
Bodenlast pro m ²	5 kN/m ²	500 kg / m ²

BITTE BEACHTEN SIE, DAS ES SICH IM SAALFOYER UM EINEN PARKETTFUßBODEN HANDELT.
Größe Saaltüren, (Fluchttüren zur Feuerwehrumfahrt) 2,35 m Höhe, 2,10 m Breite.

SEMINAREBENE

SEMINARRÄUME UND LOUNGE

Last	Druck in Newton	Gewicht in Kilogramm
Bodenlast pro m ²	5 kN/m ²	500 kg / m ²

DER FUßBODEN AUF DER SEMINAREBENE IST MIT TEPPICH AUSGELEGT.

TERRASSENEBENE

TERRASSENFOYER

Last	Druck in Newton	Gewicht in Kilogramm
Verkehrslast im Innen- und Außenbereich pro m ²	5 kN/m ²	500 kg/m ²

DER FUßBODEN AUF DER TERRASSENEBENE IST AUS MUSCHELKALK.

KONFERENZELENE

KONFERENZRÄUME

Last	Druck in Newton	Gewicht in Kilogramm
Verkehrslast pro m ²	5 kN/m ²	500 kg/m ²
Bodenlast pro m ²	1 kN/m ²	100 kg/m ²

DER FUßBODEN AUF DER KONFERENZELENE IST MIT TEPPICH AUSGELEGT.

LASTENFAHRSTUHL

Last	Druck in Newton	Gewicht in Kilogramm
Bodenlast	5 kN/m ²	4775 kg

Größe der Fahrstuhlür 2,10 Höhe, 2,20 m Breite, 2,40 m Tiefe

Sehr geehrte Aussteller, wir möchten darauf hinweisen, dass die Feuerwehrumfahrt ausschließlich der Ent- und Beladung außerhalb der Tagungszeiten dient!!! Es ist nicht gestattet in diesem Bereich zu parken, dort während der Veranstaltung mit einem Fahrzeug zu fahren, bzw. zu Ent- oder Beladen.

Event Notice

We hereby inform you that we process your personal data electronically. For further information, please refer to our privacy policy (<https://www.kontec-symposium.de/>).

Photographs and video recordings will be taken during the event. This is for documentation and public relations purposes.

If you believe that this conflicts with your legitimate interests, you have the right to object. To do so, please contact us in writing (kontec@dkm-hamburg.de). For further details, please refer to our Privacy Policy (<https://www.kontec-symposium.de/>).



DKM Business Events GmbH

Janet Riese

Paul-Sorge-Str. 28

22459 Hamburg | Germany

Telephone: +49 40 6483 9513

Email: kontec@dkm-hamburg.de

on behalf of:

KONTEC Gesellschaft für

Technical Communication mbH

Dudenstraße 6 | 68167 Mannheim | Germany

www.kontec-symposium.de