



didacta  
die Bildungsmesse  
Cologne, March 16<sup>th</sup> – 20<sup>th</sup>, 2010



## Traffic guidelines

Concerning access to the exhibition center during  
the construction and dismantling periods

Koelnmesse GmbH  
Messeplatz 1  
50679 Köln  
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50532 Köln  
Germany

Dear exhibitor,

These traffic and access regulations for the construction and dismantling period  
is designed to ensure that you and your stand construction companies have a trouble-free stay on the fair  
grounds in Cologne.

Your contacts for logistics and transport are:

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### Please note:

**Be sure to pass this information on to your drivers and stand construction personnel!**

## Dates and times

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### Trade fair dates

Trade fair: March 16<sup>th</sup> – 20<sup>th</sup>, 2010  
Opening hours for exhibitors: 8:00 a.m. to 7:00 p.m.  
Opening hours for visitors: 9:00 a.m. to 6:00 p.m.

### Construction

Construction starts: Wednesday, March 10<sup>th</sup>, 2010 8:00 a.m.  
Construction ends: Monday, March 15<sup>th</sup>, 2010 8:00 p.m.

### Dismantling

Dismantling starts: Saturday, March 20<sup>th</sup>, 2010 6:00 p.m. inside the halls  
**access for trucks 8:00 p.m.**  
Dismantling ends: Tuesday, March 23<sup>rd</sup>, 2010 6:00 p.m.



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## General traffic regulations

The German Road Traffic Regulations (StVO) apply throughout the exhibition center.

The speed limit on the grounds is 30 km per hour.

Regardless of the vehicle type, people drive onto the grounds at their own risk. Access is granted only if a valid access or parking permit can be shown.

Only fork-lifts of the following shipping companies are allowed on the Koelnmesse grounds:

SCHENKER (D) AG	DHL Trade Fair & Events GmbH	Kühne & Nagel (AG & Co.) KG
Tel.: 0221/981318821		KN Expo Service Köln
0221/981318823	Tel.: 0221/98153-0	Tel.: 0221/2849240
Fax: 0221/98131-8890	Fax: 0221/981535	Fax: 0221/2849243
e-mail: <a href="mailto:fairs.koeln@schenker.com">fairs.koeln@schenker.com</a>	e-mail: <a href="mailto:cologne-fairs@dhl.com">cologne-fairs@dhl.com</a>	e-mail: <a href="mailto:dirk.urra@kuehne-nagel.com">dirk.urra@kuehne-nagel.com</a>
website: <a href="http://www.schenkerfairs.de">www.schenkerfairs.de</a>	website: <a href="http://www.dhl-tfe.com">www.dhl-tfe.com</a>	website: <a href="http://www.kuehne-nagel.com">www.kuehne-nagel.com</a>

Instructions given by Koelnmesse staff with regard to traffic guidance and logistics must be followed. Marked roads, fire department areas and escape routes (service doors, emergency exits, etc.) must be kept free at all times.

**Please note:**

**Driving into the halls is subject to prior permission!**

For the relevant permission, please contact our technical department:

Hall 7	Mr Michael Hildenhagen	+49 221 821 2777
Hall 6, 9	Mr Michael Engelke	+49 221 821 2184
Hall 10.1	Mr Dirk Marinko	+49 221 821 2085

Construction vehicles and containers may not be parked or set down on the exhibition grounds during the trade fair. A limited number of parking spaces for vehicles less 3.5 tons can be rented for a fee of € 200, 00 (plus 19 % VAT) and € 700, 00 (plus 19 % VAT) for trucks / trailers / Containers. Your contact partner is Mrs. Bertelsmann + 49 221 821 2927 ([r.bertelsmann@koelnmesse.de](mailto:r.bertelsmann@koelnmesse.de)).

P 25 will be available for parking trucks for the duration of the fair. The parking fee of € 175, 00 (VAT included) has to be paid there upon arrival in cash. It is not possible to reserve the parking space in advanced.

Koelnmesse GmbH reserves the right to remove illegally parked vehicles, trailers, containers and empty containers of all kinds without first informing the holder. The removal is at the cost and risk of the owner, holder or party responsible. No security or protection measures are provided.

For information on reclaiming towed vehicles, please call the Messewache (security office) North, Tel: +49 221 821-2551.

Please leave a telephone number on the vehicle/trailer, at which you can be reached in case of an emergency.

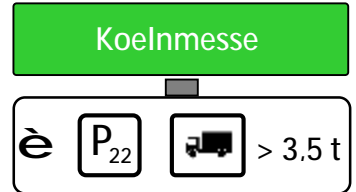


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## Construction and dismantling: General regulations

During the construction and dismantling periods, trucks are directed by a special guidance system close to the trade fair grounds.



The following regulations apply during didacta for vehicles over 3.5 tons:

1. Trucks over 3.5 tons will be directed to P 22 from the start of the construction period (January 4<sup>th</sup>, 2010).

At P 22, vehicles will be registered and access permission will be granted for entering the trade fair grounds.

Access will not be granted to the trade fair grounds unless:

- The exact delivery location (hall, stand number, service door) has been assigned
- The required logistics services have been provided by the contract transport agency
- The required areas for loading and unloading are available at the halls
- The customs handling can be completed

Our traffic staff at P 22 will direct trucks to the grounds.

2. When the dismantling period begins (on the last day of the trade fair), all arriving vehicles will be directed to P 22 by means of signposting and with Police assistance.

Vehicles may not access the trade fair grounds until 9:00 p.m. on January 24<sup>th</sup>, 2010.

Special regulations apply to vehicles weighing less than 3.5 tons (see access regulations on the last day of the trade fair).

**Please note:**

Vehicles will not be granted access to the trade fair grounds unless they first go to P 22!

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Free parking for unloaded cars during construction and dismantling:

Halls 6, 7, 9:

P 8

Hall 10.1:

Parking Deck 10



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## Access regulations

### Construction, March 10<sup>th</sup> – 14<sup>th</sup>, 2010

Vehicle type	Halls	Access via	Opening hours	Deposit
car	6, 7, 9	Gate A	24 h	None
car and trailer	10.1	Gate D	6:00 a.m. to 10:00 p.m.	
up to 3.5 tons				

Short-stay parking in the logistics zones only for loading and unloading. Outside Gate D and Gate F opening hours, access and exit via Gate A only.

Vehicle type	Halls	Access via	Opening hours	Deposit
from 3.5 tons	6, 7, 9	P 22	6:00 a.m. to 8:00 p.m.	None
over 3.5 tons	10.1	P 22	6:00 a.m. to 8:00 p.m.	None

**Vehicles with a gross vehicle weight of more than 3.5 tons must go to P 22 before entering the exhibition grounds.**

Outside P 22 opening hours, access and exit via Gate A only.

### Construction, March 15<sup>th</sup>, 2010 / Last Day of construction

Vehicle type	Halls	Access via	Opening hours	Deposit
car	6, 7	Gate A	24 h	€ 100, 00
car and trailer	9	Gate B	6:00 a.m. to 6:00 p.m.	max. 2 hours
up to 3.5 tons	10.1	Gate D	6:00 a.m. to 10:00 p.m.	€ 100,00 Max. 2 hours

The deposit is payable in cash in euros at the relevant access gate and will be returned at the same gate if the vehicle leaves by the exit deadline.

Vehicle type	Halls	Access via	Opening hours	Deposit
over 3.5 tons	6, 7, 9, 10.1	P 22	6:00 a.m. to 8:00 p.m.	None
over 3.5 tons				

Outside P 22 opening hours, access and exit via Gate A only.



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## Access regulations

Last day of the fair/dismantling: March 20<sup>th</sup>, 2010

Arriving vehicles will be directed to P 22 by means of signposting and with Police assistance.

**Vehicles used for dismantling will not be granted access to the grounds until 8:00 p.m. on the last day of the trade fair.**

On the last day of the trade fair, owners/users of vehicles weighting up to 3.5 tons can drive onto the grounds from 5:45 p.m. to 7:45 p.m. with separate access permission. The relevant access permission can be obtained in a limited number by a deposit of € 100, 00 (in cash).

Opening hours of the ticket counter

March 17<sup>th</sup> and 15<sup>th</sup>, 2010: 10:00 a.m. to 6:00 p.m. Service-Center North

March 20<sup>th</sup>, 2010: 1:00 p.m. to 5:00 p.m. (Security Office North and at P 22)

The deposit will be returned upon handing over of the original deposit receipt at the gates A if the vehicle leaves by the exit deadline (7:45 p.m.).



Vehicle type	Halls	Access via	Opening hours	Deposit
up to 3.5 tons	6, 7, 9, 10.1	With the above-mentioned access permission via gate A	From 7:00 p. m.	See above-mentioned deposit regulations
from 3.5 tons	6, 7, 9, 10.1	P 22	6:00 a.m. to 10:00 p.m.	None

## Dismantling, March 21<sup>st</sup> – 23<sup>rd</sup>, 2010

### Loading and unloading

Vehicle type	Halls	Access via	Opening hours	Deposit
	6, 7, 9	Gate A	24 h	None
up to 3.5 tons	10.1	Gate D	6:00 a.m. to 10:00 p.m.	None
from 3.5 tons	6, 7, 9, 10.1	P 22	6:00 a.m. to 8:00 p.m.	None