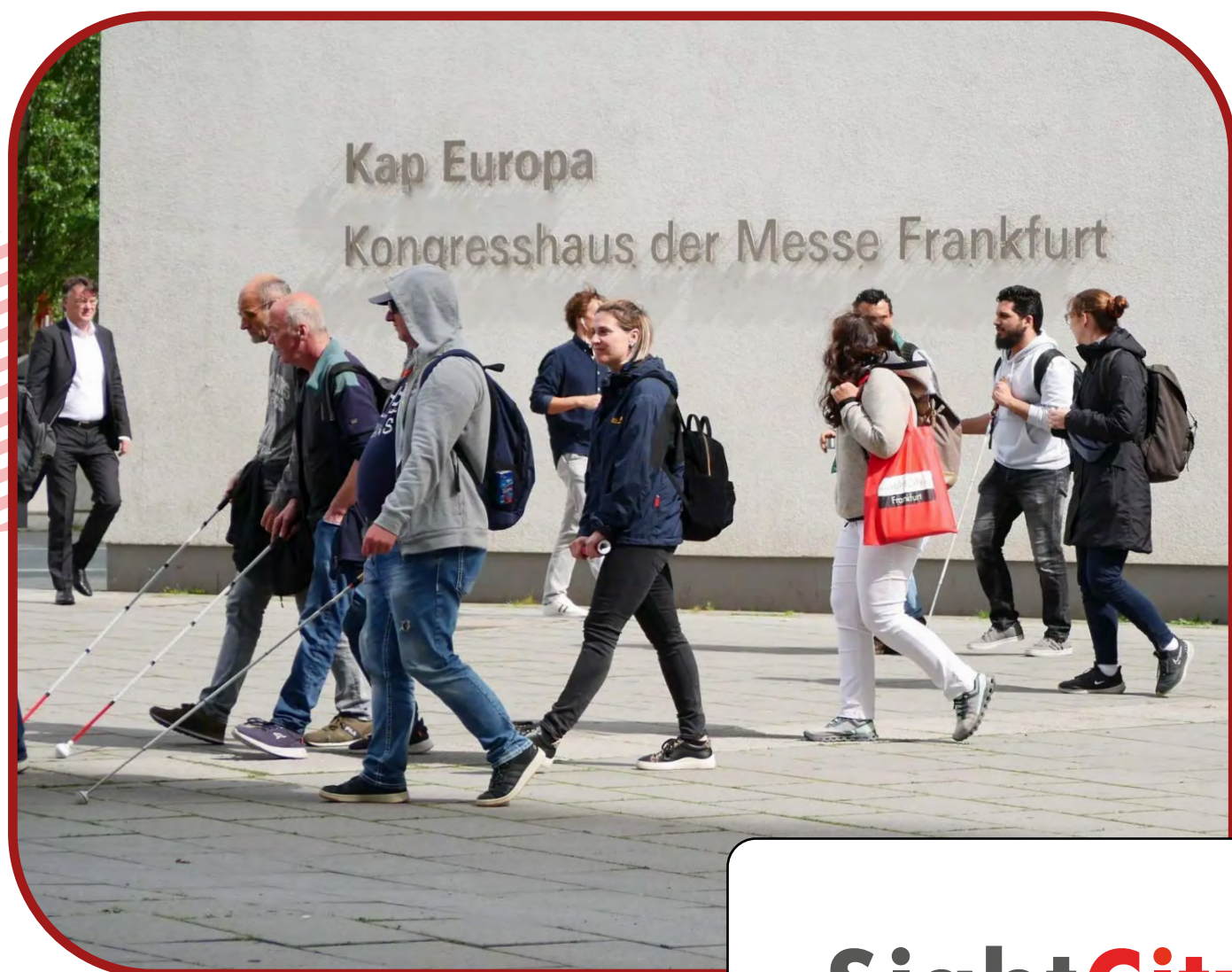




Conditions of participation

SightCity 2026



SightCity
2026

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I. SPECIAL TERMS AND CONDITIONS OF PARTICIPATION (STCP) SIGHTCITY 2026

§1 Title of the event

SightCity – International trade fair for aids for blind and visually impaired people.

§2 Organiser

SightCity GmbH

Talweg 2, 58239 Schwerte, Germany

Management / Contact: Dagmar Krutzki

Telephone: +49 (0) 2304 205 901

Email: info@sightcity.net

(hereinafter referred to as 'Organiser')

§3 Venue and format of the event

(1) In person:

Kap Europa, Osloer Straße 5, 60327 Frankfurt am Main, Germany

(2) Online:

www.sightcity.net (exhibitor profile, product directory, programme, digital catalogue, reuse)

(3) Format:

Hybrid trade fair consisting of an in-person component with mandatory online presence for all exhibitors.

(4) The minimum content of the online presence is the exhibitor's full contact details, to be entered in the reservation system.

I. SPECIAL TERMS AND CONDITIONS OF PARTICIPATION (STCP) SIGHTCITY 2026

§4 Duration, set-up and opening hours, dismantling, online follow-up

(1) On-site exhibition days 2026:

- Wednesday, 27 May 2026: 10:00 a.m.–6:00 p.m.
- Thursday, 28 May 2026: 10:00 a.m.–6:00 p.m.
- Friday, 29 May 2026: 10:00 a.m.–4:00 p.m.

(2) Set-up:

Tuesday, 26 May 2026 from 10:00 a.m. to Wednesday, 27 May 2026, 9:00 a.m. Earlier access is only possible with prior approval up to 1 day before the start of the fair.

(3) Stand staffing:

The exhibitor is generally obliged to staff their stand during the entire opening hours for visitors. Short-term absences of up to 2 hours are the sole responsibility of the exhibitor.

Unoccupied stands: If a stand is unoccupied for more than 4 hours without prior notification or is permanently out of operation, this shall be deemed premature dismantling within the meaning of paragraph (4). The organiser may close such stands at the end of the respective exhibition day and impose sanctions in accordance with Appendix 4.

The exhibitor is solely responsible for securing exhibits and stand equipment. The organiser accepts no liability or duty of supervision in this regard.

(4) Dismantling:

Friday, 29 May 2026, 4:00 p.m. to 10:00 p.m. Early dismantling is only permitted with the written consent of the organiser. The corresponding application must be submitted at least 5 calendar days before the start of the event. Unauthorised early dismantling may result in a contractual penalty in accordance with Appendix 4.

I. SPECIAL TERMS AND CONDITIONS OF PARTICIPATION (STCP) SIGHTCITY 2026

§4 Duration, set-up and opening hours, dismantling, online follow-up

(5) Online follow-up and visibility:

- Exhibitors from the current event year remain visible online until 31 December of the same year.
- Exhibitors already approved for the following year may appear in advance with the label '(provisional)'.
- On 1 January of the following year, the profiles of non-approved exhibitors from the previous year will be deleted.
- Content may be modified or blocked for technical, security-related, legal or compliance reasons, taking into account the principle of proportionality.

(6) The times stated are subject to change for compelling reasons. Reasonable adjustments do not justify any claims for reduction or compensation.

(7) Online availability:

- The online platform is generally available 24/7.
- Planned maintenance work involving longer downtimes (at least 24 hours) will be announced at least 48 hours in advance.
- In the event of unplanned downtime, this will be rectified as quickly as possible and exhibitors will be informed after 24 hours at the latest.

(8) Data delivery:

Exhibitors can deliver and modify their online content throughout the entire trade fair year (from booking until 31 December of the event year). Failure to provide the minimum information (company contact details) may result in limited online visibility.

(9) Online support:

Technical support for the platform is available during the trade fair days from 8:00 a.m. to 8:00 p.m.

I. SPECIAL TERMS AND CONDITIONS OF PARTICIPATION (STCP) SIGHTCITY 2026

§5 Participation fees, scope of services, price components, co-exhibitors, discounts, start-up area

(1) Scope of booking:

Each participation includes as a minimum the online basic package in accordance with Appendix 1. Main exhibitors additionally book a physical stand space in accordance with Appendix 5.

(2) Price components for main exhibitors (mandatory):

Basic fee, stand space price in accordance with Appendix 5, energy flat rate of EUR 5/m², waste disposal flat rate of EUR 5/m². Medium/Deluxe package upgrades and other additional services can be booked optionally.

(3) Price components for co-exhibitors:

Basic fee, co-exhibitor flat rate of EUR 100 and optional additional services and upgrades, if provided for co-exhibitors.

(4) Included services:

Each exhibitor (main or co-exhibitor) receives 2 exhibitor passes, the basic online package and a basic entry in the print catalogue consisting of the company name, stand number and up to 3 product categories. Each additional product category costs EUR 25. An extended catalogue entry with address and brief description is available for EUR 49.

(5) Additional exhibitor passes for main exhibitors:

Each 5 m² of stand space over 10 m² entitles the exhibitor to one additional free pass. Any additional passes are subject to a fee.

(6) Equipment:

Each stand has a standard power connection including normal consumption and basic furniture consisting of 1 table and 2 chairs per 5 m² of stand space. Additional requirements or special connections must be ordered separately and will be charged according to the offer. Unauthorised third-party structures may be prohibited.

I. SPECIAL TERMS AND CONDITIONS OF PARTICIPATION (STCP) SIGHTCITY 2026

§5 Participation fees, scope of services, price components, co-exhibitors, discounts, start-up area

(7) Multiple and additional stand space: Exhibitors may book adjacent stands to form a contiguous area. The largest stand space will be charged at 100% of the list price. Additional contiguous areas belonging to the same main exhibitor will receive a discount of 15% (85% of the list price). Satellite stands in other exhibition areas or opposite stands are not permitted.

(8) Ermäßigungen:

- Non-profit associations, clubs and institutions receive a 30% discount on stand space prices and online packages upon presentation of appropriate proof.
- Start-up area: 15% discount on the stand space price for companies that are no more than three years old on the date of registration upon presentation of appropriate proof.
- Discounts cannot be combined; the most favourable individual discount applies.
- Discounts do not apply to third-party services.

(9) Late booking surcharge: From 1 April 2026 (effective date as per Appendix 2), a surcharge of 10% will be levied on stand space and package prices. A print catalogue entry can no longer be guaranteed from this date onwards.

(10) Unused package components: In the event of non-delivery or late delivery of content by the exhibitor in accordance with the deadlines in Appendix 2, there shall be no entitlement to a refund or transfer of unused package components. Goodwill arrangements are made on a voluntary basis.

(11) Special areas and special allocations:

Areas such as 'Non-profit', 'Start-up' or 'Focus on Mobility' require appropriate proof. If the requirements are no longer met, replacement space will be allocated without any claim for damages.

I. SPECIAL TERMS AND CONDITIONS OF PARTICIPATION (STCP) SIGHTCITY 2026

§6 Invoicing and terms of payment

(1) **Definitions:** The 2026 event year covers the 'early window' until 31 December 2025. The 'invoice start' is 2 January 2026.

(2) Billing models:

Model A – Three-stage billing

Billing (for exhibitors who participated last year and are based in Europe):


- **Partial invoice 1:**
50% of the participation fee (in-person + online) from the start of invoicing or admission
- **Partial invoice 2:**
Remaining 50% plus any additional services confirmed up to that point, approximately 4 weeks before the start of the event
- **Final invoice:**
After the event for consumption-based services and supplements

Model B – Two-stage billing

(for all other exhibitors):

- **Partial invoice 1:**
100% of the participation fee (in-person + online) from the start of invoicing or admission
- **Partial invoice 2:**
Additional services confirmed up to that point, approximately 4 weeks before the start of the event
- **Final/follow-up invoice:**
Services ordered retrospectively

Special notes:

If admission is granted before invoicing begins, there is no payment obligation yet. The online status until the end of the early application window is marked as '(provisional)'. 

I. SPECIAL TERMS AND CONDITIONS OF PARTICIPATION (STCP) SIGHTCITY 2026

§6 Invoicing and terms of payment

(3) Due date:

All invoices are payable immediately upon receipt without deduction.

(4) Default of payment:

In the event of default of payment, statutory default interest and a flat-rate reminder fee of EUR 10 per reminder level shall be charged. After the second unsuccessful reminder, the stand space may be reallocated or the online profile deactivated, whereby the payment obligations remain in force. The stand shall only be released after all due invoices have been settled.

(5) Offsetting and retention:

These are only permitted in accordance with GTP §§6, 21.

(6) Currency and taxes:

All prices are in EUR plus VAT, if applicable. The absence of a VAT identification number may result in a gross invoice.

(7) Reservation procedure:

Reservations made outside the pre-reservation phase (after 30 October 2025) without a binding booking will be automatically deleted from the system after 14 days and the stands will be released again. The exhibitor page will only be activated after a binding booking has been made. Registrations with a recognisable intention to block space without a serious intention to exhibit may be rejected or revoked without giving rise to claims for damages.

II. GENERAL TERMS OF PARTICIPATION (GTP)

§1 Contractual basis and order of precedence

(1) These General Terms and Conditions of Participation (Part II – ‘GTP’) govern the fundamental rights and obligations between SightCity GmbH as the organiser and the exhibitor in connection with participation in the ‘SightCity’ trade fair, including all hybrid and digital components.

(2) In addition, the respective Special Terms and Conditions of Participation for the event year (Part I – ‘STCP’) apply, which specify variable parameters such as dates, deadlines, prices, specific formats and annual special features.

(3) The documents designated as ‘Annexes’ are also an integral part of the contract:

- Appendix 1: Online package services (Basic/Medium/Deluxe)
- Appendix 2: Important dates and cancellation conditions for SightCity 2026
- Appendix 3: Technical guidelines
- Appendix 4: Contractual penalties, sanctions and procedural regulations
- Appendix 5: Price overview

(4) Individual written agreements in text form take precedence over these general provisions. Any deviating terms and conditions of the exhibitor shall not apply unless their validity is expressly confirmed in writing. Silence shall not be deemed consent.

(5) Order of precedence in the event of contradictions:

- Individual agreements
- STCP (Part I)
- GTP (Part II)
- Appendices in the following order:
 - Appendix 5 (price overview),
 - Appendix 2 (dates and cancellation conditions),
 - Appendix 3 (technical guidelines),
 - Appendix 4 (contractual penalties),
 - Appendix 1 (online package services)

II. GENERAL TERMS OF PARTICIPATION (GTP)

§1 Contractual basis and order of precedence

(6) Special provisions take precedence over general provisions. In the case of special provisions of equal rank, the provision that is more relevant to the matter at hand shall prevail.

(7) Changes to the GTC or annexes within 30 calendar days prior to the start of the event shall only be made for objectively necessary reasons, such as official orders or safety adjustments, and shall be communicated in writing. If the exhibitor does not object within 5 working days and the change is reasonable, it shall be deemed accepted. If the change is unreasonable, the exhibitor shall be entitled to withdraw from the relevant part of the contract after an attempt at rectification; any fees already paid shall be refunded on a pro rata basis.

(8) The event is aimed exclusively at entrepreneurs within the meaning of Section 14 of the German Civil Code (BGB) and corresponding organisations and corporations. By registering, the exhibitor confirms their entrepreneurial status.

(9) The authoritative contract language is German. Any translations are provided solely for the sake of clarity.

§2 Definitions

(1) 'Exhibitor':

Contractual partner of the organiser, includes both main exhibitors and approved co-exhibitors.

(2) 'Main exhibitor':

The primary contractual partner registering for a stand space.

II. GENERAL TERMS OF PARTICIPATION (GTP)

§2 Definitions

(3) 'Co-exhibitor':

A company that is represented on the main exhibitor's stand with its own presence (own logo, products, staff) and has been approved by the organiser.

(4) 'Digital platform' / 'online presence':

All online functions provided by the organiser, including exhibitor profiles, product presentations, catalogue entries, programme, media and on-demand areas

(5) 'Event year':

The calendar year in which the physical part of the trade fair takes place.

(6) 'Early window':

Period up to and including 31 December of the year before the event year (specific year details in STCP/Appendix 2).

(7) 'Additional services':

Services that can be ordered in addition to the inclusive services, such as media upgrades, technology, branding, furniture or sponsorship.

(8) 'Technical guidelines':

Binding specifications for safety, stand construction, power supply, IT infrastructure, fire protection and logistics in accordance with Appendix 3.

(9) 'Contractual penalties, sanctions and procedural regulations':

Catalogued breaches of duty and associated measures or penalty amounts in accordance with Appendix 4.

II. GENERAL TERMS OF PARTICIPATION (GTP)

§3 Conclusion of contract and admission

(1) Registrations can only be made via the reservation system (<https://sightcity.net/admin/index.php>). The exhibitor can initially make a reservation, but must complete the booking in the system within 14 days for bookings made after 30 October 2025. The registration constitutes a binding offer. The exhibitor is bound to this offer for 30 days.

(2) The contract is only concluded upon written or electronic admission or confirmation by the organiser.

(3) The organiser may refuse admission if there are objective reasons for doing so, in particular in the event of capacity utilisation, lack of suitability for the trade fair profile or compliance risks.

(4) The transfer of admission or stand space to third parties is not permitted without the prior written consent of the organiser.

(5) Any deviating information or significant changes regarding the company, legal form or product range must be communicated immediately. If the admission requirements are no longer met, the organiser may make adjustments or revoke admission.

§4 Exhibitors and exhibits

(1) Manufacturers, service providers, organisations and institutions whose offerings are relevant to blind and visually impaired people or related areas of inclusion and rehabilitation are eligible to participate.

II. GENERAL TERMS OF PARTICIPATION (GTP)

§4 Exhibitors and exhibits

(2) Products and services that are illegal, pose a safety, health or moral risk, or contradict the objectives of the event are excluded.

(3) The organiser may prohibit or remove any exhibits or presentations that have not been registered or approved.

§5 Scope of services and packages

(1) Basic and optional extended services are offered in structured packages (Basic/Medium/Deluxe) in accordance with Appendix 1.

(2) The minimum content for the physical presence and digital presence is specified in the STCP and Appendix 1.

(3) The exhibitor undertakes to maintain their exhibitor profile and to keep both the profile and the information/presentations of their products (if created) up to date. The minimum requirement is the complete contact details in accordance with Appendix 2.

(4) Functional adjustments to the digital platform that do not constitute a significant curtailment of the booked services are considered reasonable and do not entitle the exhibitor to claim a reduction in price.

§6 Prices and payment terms

(1) The price components, including the basic fee, space price, flat rates, upgrades and additional services, are set out in the STCP and Appendix 5.

II. GENERAL TERMS OF PARTICIPATION (GTP)

§6 Prices and payment terms

- (2) All prices are exclusive of statutory value added tax, if applicable.
- (3) The organiser is entitled to correct obvious calculation or typing errors.
- (4) Discounts and reductions are only granted if the relevant conditions are met. Misuse will result in the full amounts being charged retrospectively.

§7 Co-exhibitors

- (1) Co-exhibitors require separate registration and admission. Unregistered co-exhibitors may be removed or charged for retrospectively.
- (2) The main exhibitor is jointly and severally liable for all obligations of its co-exhibitors towards the organiser.
- (3) Co-exhibitors shall receive their own, possibly restricted, online profiles in accordance with Appendix 1, if this is provided for.

§8 Stand allocation

- (1) The entire area has already been planned out. When booking, exhibitors can choose their desired location from among the spaces still available. Restrictions may apply to certain areas (non-profit, start-ups, focus on mobility) – admission upon request by activation in the reservation system by the organiser.
- (2) There is no entitlement to a specific stand location.

II. GENERAL TERMS OF PARTICIPATION (GTP)

§8 Stand allocation

(3) The organiser may make reasonable changes for organisational reasons, in particular with regard to location, dimensions (up to approx. $\pm 10\%$) and neighbourhoods.

(4) Notifications of changes shall be made without delay. Significant disadvantages must be reported by the exhibitor. Compensation shall only be paid in the event of objectively unreasonable deterioration.

§9 Set-up, operation and dismantling

(1) The specific set-up, operating and dismantling times are specified in the STCP and Appendix 2.

(2) Premature dismantling or partial clearing is prohibited. Violations may result in contractual penalties in accordance with Appendix 4 and/or the closure of the online profile.

(3) Escape and rescue routes must be kept completely clear at all times.

(4) Stand construction must comply with the technical guidelines in Appendix 3. Unauthorised structures may be removed at the exhibitor's expense.

(5) Waste must be disposed of properly in the bins provided. Hazardous waste may only be disposed of after prior consultation with the organiser.

II. GENERAL TERMS OF PARTICIPATION (GTP)

§10 Withdrawal, cancellation and non-participation

(1) Notices of withdrawal must be made in writing and addressed to the organiser.

(2) The costs incurred as a result of withdrawal are based on the scale set out in Appendix 2.

(3) Early bird window: Withdrawal is possible free of charge until the end of the early bird window in accordance with STCP.

(4) The organiser is entitled to withdraw in the event of non-payment, serious breach of duty or the cessation of essential conditions. The same costs apply as in the case of withdrawal by the exhibitor.

§11 Force Majeure and Format Change

(1) Definition of force majeure:

Force majeure refers to exceptional, unforeseeable and unavoidable events beyond the control of the contracting parties, in particular:

- Natural disasters (earthquakes, floods, storms)
- Pandemics and health measures ordered by the authorities
- Terrorist attacks, war, civil war
- Official bans or restrictions that make implementation impossible
- Strikes and lockouts in the transport or supply sector
- Failure of critical infrastructure (electricity, internet, transport) for more than 24 hours

II. GENERAL TERMS OF PARTICIPATION (GTP)

§11 Force Majeure and Format Change

(2) Format changes:

In the event of force majeure, the organiser may cancel or postpone the event or change its format (e.g. to an online-only event). Exhibitors will be informed immediately.

(3) Cost consequences:

In the event of force majeure, costs will be reimbursed on a pro rata basis, less any costs already incurred. In the event of a change of format (e.g. to an online format), services will be provided accordingly.t.

(4) Duty to notify:

The other contracting party must be notified immediately of any force majeure.

§12 Digital platform – use and rights

(1) The organiser shall provide the technical infrastructure on an ‘as available’ basis with industry-standard availability. Maintenance windows and short-term security updates are permitted.

(2) Exhibitors grant simple, non-exclusive rights of use, limited in time to the event year including follow-up, to uploaded content (texts, logos, brands, media) for presentation, advertising, archive snippets and the creation of anonymised statistics.

(3) Exhibitors guarantee that the content they provide is free of rights and indemnify the organiser against any corresponding claims by third parties.

(4) The organiser may block prohibited or infringing content without prior notice; notification will be provided retrospectively.

(5) Technical specifications are defined in Appendix 1 and Appendix 3. Non-compliant files may be rejected.

II. GENERAL TERMS OF PARTICIPATION (GTP)

§12 Digital platform – use and rights

(6) Technical availability of the website:

The organiser aims to achieve 95% availability of the website. All exhibitor data is backed up regularly and protected by professional backup systems.

(7) Zoom availability:

For live broadcasts and online presentations during the trade fair, technical availability depends on the respective third-party providers (e.g. Zoom). In the event of technical problems during the trade fair, the organiser may offer, advertise and hold a replacement date after the trade fair.

(8) Data security:

The organiser guarantees the professional backup of all exhibitor data using established backup systems at the hosting provider. In the event of server failures, all data will be restored as quickly as possible

§13 Lectures / Sessions / Special Formats

(1) Scope:

These provisions apply to stage presentations (forum, workshop stage, gaming lab, etc.) and special formats. Online exhibitor presentations are not subject to approval and are booked via the reservation system.

(2) Application:

Submissions for stage presentations must be made exclusively via www.sightcity.net/vortragsantrag by 23:59 on 28 February. There is no guarantee of acceptance. For detailed submission conditions, please refer to the application portal.

II. GENERAL TERMS OF PARTICIPATION (GTP)

§13 Lectures / Sessions / Special Formats

(3) Selection:

Decision by expert committee based on relevance, degree of innovation and programme balance. No obligation to give reasons for rejection.

(4) Exclusivity:

Double placements as exhibitor and stage presentation are excluded without written exemption.

(5) Implementation:

- Technology is provided by the organiser.
- All stage presentations are streamed live and recorded.
- Accessibility must be ensured.

(6) Rights:

Participation grants simple rights of use for 24 months for recordings, documentation and promotion.

(7) Special formats:

Gaming Lab, Workshop Stage and Forum are subject to specific parameters as per separate announcements.

(8) Liability:

No remuneration or assumption of costs. Liability only in cases of intent/gross negligence.

§14 Advertising and promotional activities

(1) Advertising activities are generally limited to the exhibitor's own stand space or online profile, except in the case of booked extensions.

II. GENERAL TERMS OF PARTICIPATION (GTP)

§14 Advertising and promotional activities

(2) The following are not permitted:

Excessively loud sound systems, aggressive approaches to visitors, obstruction of traffic flow and unauthorised distribution activities.

(3) Mobile or overhanging installations require prior approval from the organiser.

(4) Disparaging or misleading comparative advertising is prohibited.

(5) Building protection:

Nothing may be attached to the walls of the Kap Europa building at any time! Gas-filled advertising media (e.g. helium balloons) are also not permitted.

§15 Property rights, legal compliance and infringements

(1) Property rights compliance:

The exhibitor is solely responsible for ensuring that its exhibits, advertising materials and other presentations do not infringe any third-party property rights (in particular trademark, patent, copyright or design rights) and comply with the applicable legal provisions.

(2) Suspected cases and blocking:

In the event of justified suspicion of property rights infringements or illegalities, the organiser may, after prior consultation with the exhibitor, temporarily block the exhibits or advertising materials concerned or demand their removal. In doing so, the principle of proportionality must be observed.

II. GENERAL TERMS OF PARTICIPATION (GTP)

§15 Property rights, legal compliance and infringements

(3) Indemnification:

The exhibitor shall indemnify the organiser against all justified claims by third parties arising from infringements of property rights or illegalities on the part of the exhibitor, insofar as the organiser is not jointly responsible. This also includes the reasonable costs of legal defence.

(4) Duty to notify:

If the exhibitor is accused of infringing property rights, they must inform the organiser immediately.

§16 Product safety and demonstrations

(1) All products must comply with applicable safety and labelling regulations.

(2) Prototypes must be clearly marked as such.

(3) Demonstrations must not cause any danger; escape and rescue routes must be kept clear at all times.

(4) Sources of danger must be adequately secured.

§17 Accessibility – basic requirements

(1) Exhibitors undertake to comply with minimum accessibility standards.

Helpful information on designing accessible media can be found at <https://leserlich.info/>, where the German Association for the Blind and Visually Impaired (DBSV) provides comprehensive guidelines.

II. GENERAL TERMS OF PARTICIPATION (GTP)

§17 Accessibility – basic requirements

(2) Digital media (texts, PDFs, videos, etc.) must be designed in accordance with digital accessibility standards. This is particularly relevant as SightCity is aimed at blind and visually impaired people. The use of colour alone to convey information should be avoided.

(3) The organiser may request improvements in the event of obvious violations of accessibility standards in the digital media provided by the exhibitor. However, there will be no systematic review of all exhibitor media.

§18 Technical infrastructure

(1) Connections must be made in accordance with the Technical Guidelines (Appendix 3). Own installations may only be carried out by qualified specialists.

(2) Tampering with the technical infrastructure is prohibited.

(3) Malfunctions must be reported to the organiser immediately.

(4) Private Wi-Fi access points are not permitted. The organiser provides a general guest Wi-Fi network. A secure exhibitor Wi-Fi network or LAN connections can also be booked.

II. GENERAL TERMS OF PARTICIPATION (GTP)

§19 Exhibitor passes and access regulations

(1) Basic provision:

- Each exhibitor receives 2 free exhibitor passes.
- Main exhibitors with more than 10 m² of stand space receive an additional free pass for every 5 m² or part thereof.
- Example: For 15 m² = 2 basic passes + 1 additional pass = 3 free passes
- Example: For 20 m² = 2 basic passes + 2 additional passes = 4 free passes.

(2) Additional passes:

Additional passes can be ordered until 1 April for a fee (see Appendix 5 for prices)

(3) Issuing and labelling:

- Issued from one day before the start of the trade fair at reception in exchange for ID
- Standard passes show the company name but no personal data
- Personalisation with name/function possible for an additional charge

(4) Replacement in case of loss:

Replacement passes are subject to a fee and are only available as neutral 'blank passes' (without company logo).

(5) Restrictions on use:

Badges may only be used by persons working for the respective exhibitor.

II. GENERAL TERMS OF PARTICIPATION (GTP)

§20 Data protection

- (1) Es gilt die auf www.sightcity.net abrufbare Datenschutzerklärung der SightCity GmbH.
- (2) Aussteller sind für die Einhaltung ihrer eigenen datenschutzrechtlichen Pflichten verantwortlich, insbesondere bei der Lead-Erfassung und Besucherkommunikation.
- (3) Tracking- und Lead-Erfassungsmaßnahmen sind nur mit entsprechender Rechtsgrundlage zulässig.

§21 Sanctions and cost consequences

- (1) In the event of violations of these conditions of participation, the organiser may take the following measures: warning, removal order, temporary or permanent suspension, and cost allocation.
- (2) Any costs incurred as a result of non-compliance with the conditions of participation will be charged to the exhibitor responsible.
- (3) Repeated violations may lead to an escalation of measures.

§22 Liability and insurance

- (1) The organiser shall be liable without limitation in cases of intent, gross negligence and injury to life, limb or health.
- (2) In cases of simple negligence, the organiser shall only be liable for the breach of essential contractual obligations (cardinal obligations), limited to typical and foreseeable damage.

II. GENERAL TERMS OF PARTICIPATION (GTP)

§22 Liability and insurance

(3) Liability for indirect damage and loss of profit is excluded to the extent permitted by law.

(4) Product liability remains unaffected.

(5) Exhibitors are responsible for taking out their own insurance (business liability, transport insurance, etc.).

(6) The organiser assumes no duty of care for exhibits or stand equipment.

§23 Rules of conduct and house rules

(1) Discrimination, harassment and hate speech are prohibited and may result in immediate expulsion.

(2) Instructions from the organiser and security personnel must be followed.

(3) The organiser may expel persons from the event for good cause.

(4) Detailed regulations on house rules can be found in the online exhibitor information.

II. GENERAL TERMS OF PARTICIPATION (GTP)

§24 Final provisions

(1) Place of performance:

Frankfurt am Main

(2) Place of jurisdiction:

The competent court in Schwerte shall have exclusive jurisdiction for all disputes arising from this contractual relationship.

(3) Applicable law:

German law shall apply, excluding the UN Convention on Contracts for the International Sale of Goods.

(4) Severability clause:

Should individual provisions of these conditions of participation be or become invalid, the validity of the remaining provisions shall remain unaffected.

(5) Amendments and additions:

Amendments and additions to these conditions of participation must be made in writing.

III. References to annexes

Appendix 1: Online package services (Basic / Medium / Deluxe)

Appendix 2: Important dates and cancellation conditions for SightCity 2026

Appendix 3: Technical guidelines

Appendix 4: Contractual penalties, sanctions and procedural regulations

Appendix 5: Price overview

APPENDIX 1 – ONLINE PACKAGE

SERVICES (Basic / Medium / Deluxe)

1. Basic package (free of charge)

The basic package is available free of charge to all exhibitors and includes:

company profile

- Company entry with brief profile (max. 250 characters)
- Short section with contact details

Online events

- 1 online lecture (60 min.) via the provided ZOOM meeting room

product presentation

- **Unlimited number of products** in basic presentation
- **Basic product presentation** consisting of:
 - (a) an image with bilingual alt text
 - (b) a product title
 - (c) a short description of up to max. 200 characters including spaces (per language)
 - (d) a link to the exhibitor's own website or subpage

Social-Media-Marketing

- Social media post about exhibitor participation (created automatically)
- 2 social media posts per online presentation (advance notice + promotion of the recording, created automatically)
- 1 free social media post (content and date of your choice, marked as an 'exhibitor post')

catalogue presence

- **Basic catalogue entry with:**
 - Company name and stand number
 - QR codes linking to the exhibitor profile on www.sightcity.net
 - Max. 3 product categories (additional categories for 10€ per category)

APPENDIX 1 – ONLINE PACKAGE

SERVICES (Basic / Medium / Deluxe)

2. Medium package (€1,000)

The medium package includes all the services in the basic package plus:

Extended company profile

- Contact section with callback request
- Links to social media accounts
- Longer company description (max. 300 characters)
- Link to YouTube account
- Up to 3 media files

Extended product presentation

- Longer product description and additional product highlights (300 characters each)
- Gallery with up to 4 product images
- Link to YouTube video of the product
- Up to 3 links (website, other links)

Advanced events

- 2 online lectures

Advanced social media services

- 1 additional free social media post

Expanded catalogue presence

- **Extended catalogue entry** (1/2 catalogue page) with:
 - All basic informationContact details
 - Brief company description in German and English
 - Max. 5 product categories
- *Can also be booked separately for €49*

APPENDIX 1 – ONLINE PACKAGE SERVICES (Basic / Medium / Deluxe)

3. Deluxe Package (€2,000)

The Deluxe Package includes all the services of the Medium Package plus:

Premium product presentation

- Up to 3 media files (brochures, etc.)
- Up to 5 links

Premium events

- 9 online lectures

Premium social media services

- 3 free social media posts

Premium catalogue presence

- Deluxe catalogue entry (1 complete catalogue page) with:
 - All media information
 - Company logo
 - Longer company description
 - Any number of product categories
- *Can also be booked separately for €99*

APPENDIX 1 – ONLINE PACKAGE SERVICES (Basic / Medium / Deluxe)

4. Important information

Maintenance of exhibitor profile and products

The ongoing maintenance of the exhibitor profile and product data (up-to-dateness, removal of obsolete products, adjustment of links) is the sole responsibility of the exhibitor. The organiser is under no obligation to identify or report obsolete or defective content.

exhibitor lectures

- The organiser will only provide a virtual meeting room based on the 'Zoom' video conferencing solution.
- No entitlement to use other platforms.
- All exhibitor presentations are purely online events. No physical or hybrid events will be held by the organiser.
- No provision of premises, stage areas, studio, recording or presentation technology at the exhibition grounds. Exhibitors are responsible for organising their own working environments.
- **Automatic recording:**
 - Presentations are automatically recorded
 - and subsequently published and promoted as video recordings or podcasts, unless the exhibitor explicitly objects.

APPENDIX 1 – ONLINE PACKAGE SERVICES (Basic / Medium / Deluxe)

4. Important information

Social media posts

- **Automatically generated posts:**

Posts about exhibitor participation and lecture applications are automatically generated in the trade fair's corporate design

- **Free posts:**

Exhibitors must provide all content themselves; posts are labelled as 'exhibitor posts'

5. Additional services

For further bookable services, please refer to the regular offers for additional services.

Individual bookings:

- **Additional online lecture:** 250 €
- **Additional social media posting:** 50 €
- **Extended catalogue entry:** 49 €
- **Deluxe catalogue entry:** 99 €
- **Additional product category:** 10 € per category

All prices are subject to statutory value added tax.

Status: September 2025

APPENDIX 2 – Important dates and cancellation policy for SightCity 2026

1. Important dates for planning your trade fair participation

Booking times

- **8 September 2025, 12:00 noon:**
Opening of the booking system for SightCity. From this point onwards, exhibitors can book their participation.
- **30 October 2025, 11:59 p.m.:**
End of the pre-booking phase. Until this time, exhibitors from the previous year have the opportunity to secure their preferred locations and services.
- **3 November 2025, 12:00 noon:**
Start of booking for all interested exhibitors who have not yet participated in the pre-booking phase.
- **31 March 2026, 11:59 p.m.:**
Closing of the booking system: No further bookings will be possible after this date.

Delivery deadlines

- **10 April 2026, 23:59:**
Deadline for data delivery: All information for the online presence and the catalogue must be submitted in full by this time.
- **8 May 2026, 23:59:**
Last chance to order presentations, accessories and equipment.

APPENDIX 2 – Important dates and cancellation policy for SightCity 2026

2. Trade fair dates 2026

Trade fair days (assumed dates Wednesday–Friday)

- **Wednesday, 27 May 2026:** 10:00 a.m.–6:00 p.m.
- **Thursday, 28 May 2026:** 10:00 a.m.–6:00 p.m.
- **Friday, 29 May 2026:** 10:00 a.m.–4:00 p.m.

Set-up and dismantling

- **Set-up:**

Tuesday, 26 May 2026 from 10:00 a.m. to 27 May 2026, 9:00 a.m.
(earlier access only with approval)

- **Dismantling:**

Friday, 29 May 2026, 4:00 p.m.–10:00 p.m.

Early dismantling only with written consent (application at least 5 calendar days before the start). Unauthorised early dismantling may result in contractual penalties.

Stand staffing

Mandatory during all visitor opening hours; empty stands may be closed.

APPENDIX 2 – Important dates and cancellation policy for SightCity 2026

3. Online follow-up and visibility

- **Exhibitors from the current trade fair year:**
Visible until 31 December of the respective trade fair year
- **Exhibitors already approved for the following year:**
May appear in advance with the label '(provisional)'
- **As of 1 January of the following year:**
Deletion of profiles of non-approved exhibitors from the previous year.

Content adjustments

Content may be adjusted or blocked for technical, security-related, legal or compliance reasons, taking into account the principle of proportionality.

Schedule changes

We reserve the right to change times for compelling reasons; reasonable adjustments do not justify a reduction in price.

4. Withdrawal and cancellation

4.1 General provisions

- Withdrawal requires the express written consent of the organiser.
- Non-utilisation or non-appearance does not constitute withdrawal.
- Services that cannot be cancelled individually (e.g. special construction after approval) must always be paid for in full.

APPENDIX 2 – Important dates and cancellation policy for SightCity 2026

4. Withdrawal and cancellation

4.2 Free early window

Until **23:59 on 31 December 2025** the exhibitor may withdraw free of charge with the organiser's consent.

- Provisional exhibitor page will be deleted
- No claim for compensation.

4.3 Cancellation fee

In the event of approved withdrawal after the early bird window has expired (calculation basis: participation fee for in-person & online attendance + non-cancellable additional costs):

withdrawal period	compensation
1 January–31 January 2026 (event year)	40 %
1 February–31 March 2026 (until registration deadline)	70 %
From 1 April 2026 or later	100 %

All dates and conditions are subject to mandatory changes.

As of: September 2025

APPENDIX 3 – TECHNICAL GUIDELINES (Summary 2026)

1. Basic concept of a 'table fair'

Visibility periods

Permitted stand design:

- Open, accessible presentation areas
- Reduced construction heights (max. 2.50 m)
- Focused presentation of products

Prohibited elements:

- Closed cabins or rooms
- Space-creating installations without written permission

2. Height restrictions

Maximum height: 2.50 m from the hall floor

Applies to all:

- Stand components and superstructures
- Displays, monitors and support systems
- Advertising media and vertical signage
- Lighting and light structures

Important note:

Any deviations require the express written consent of the organiser.
Unauthorised deviations must be rectified immediately upon first request.



APPENDIX 3 – TECHNICAL GUIDELINES (Summary 2026)

3. Attachments to building structures

Strictly prohibited

Any attachments, suspensions or connections to:

- Walls, ceilings and supports
- Railings and glass surfaces
- Metal, floor or other component surfaces of Kap Europa

Prohibited without exception

Even systems declared as 'residue-free':

- Adhesive, Velcro and magnetic systems
- Suction, clamping or clamp systems

Legal consequences:

Violations will result in liability for costs and damages regardless of fault.



4. Stability and structural integrity

Mandatory requirements

- All elements must be structurally sound and stable.
- There must be no risk of tipping or slipping.
- Mobile furniture and display systems must be secured against accidental tipping.
- Protection against visitor contact and draughts must be ensured.

APPENDIX 3 – TECHNICAL GUIDELINES (Summary 2026)

5. Traffic routes and escape routes

Areas to be kept clear

- Stand boundaries and visitor walkways
- Designated escape and rescue routes
- All traffic areas according to the hall plan

No blocking

No narrowing or blocking by:

- Displays, furniture or technology
- Packaging or storage materials
- People guidance systems

Measure:

Temporary bottlenecks must be removed immediately upon request.

6. Floor, cables and level differences

Cable laying

- Lay and cover pipes and cables so that they do not pose a tripping hazard.
- Covers must be slip-resistant, non-slip and have flat edges.
- Temporary adhesive tape fastenings are only permitted if they adhere to the entire surface without bulging.

Height differences

- **Permissible:** up to 0.5 cm without further measures
- **If exceeded:** bevelling (ramp/chamfer $\geq 1:2$) and tactile or visual contrast marking required.

APPENDIX 3 – TECHNICAL GUIDELINES (Summary 2026)

7. Barrier-free accessibility

Basic requirements

- Open, low-threshold stand design without unnecessary barriers
- Keep access points at least 1.00 m clear
- Enable frontal approach for persons with limited mobility

Service and information areas

- At least one central area at a usable height (70–85 cm upper edge)
- Alternatively: ensure mobile adaptability

Safety aspects

- No sharp-edged obstacles protruding into aisles
- Avoidance of risks of getting stuck or trapped underneath
- No strong glare, flickering light pulses or high-frequency flashing effects

Enforcement:

Obstructive or safety-critical elements must be removed or rearranged immediately upon request.

8. Order and cleanliness

Storage of packaging material

- **Smaller, non-flammable packaging:**
Must not be stored visibly in the stand area.
- **All other packaging and materials:**
Must be completely removed from the stand area after set-up.

Important note:

The exhibition centre does not provide any storage facilities. Exhibitors are responsible for disposing of or storing their own materials.



APPENDIX 3 – TECHNICAL GUIDELINES (Summary 2026)

8. Order and cleanliness

Waste disposal

- Collect waste in suitable containers.
- Dispose of hazardous substances and old appliances in accordance with the relevant legal requirements.

9. Electrical and technical installations

Safety regulations

- Electrical devices and installations must comply with VDE standards.
- Tampered, damaged or provisionally repaired components are not permitted.
- Proof of testing (test stickers) must be presented upon request.

10. Enforcement and rights of intervention

Organiser's rights

The organiser is entitled to demand:

- The removal or modification of non-compliant stand components.
- The removal of hazardous or obstructive elements.
- The implementation of measures at the exhibitor's expense in the event of non-compliance.

Exclusion of claims

The exhibitor shall have no right of retention or claim for damages unless the organiser acts with intent or gross negligence.

APPENDIX 3 – TECHNICAL GUIDELINES (Summary 2026)

11. Liability and costs

Exhibitor liability

The exhibitor is fully liable for:

- All damage resulting from violations of these guidelines
- Costs of restoration, cleaning and removal
- Consequential costs (delays, official claim)

12. Preventive clarification

Recommendation

In case of uncertainty regarding the following aspects, written approval must be obtained from the organiser prior to implementation:

- Materials and construction methods
- Heights and coverings
- Barrier-free solutions

Risk:

If clarification is not obtained, the exhibitor bears the risk of subsequent prohibition.



Legal information

- These technical guidelines are a binding part of the conditions of participation.
- Violations will result in immediate action without prior notice.
- In the event of a conflict, safety and accessibility take precedence.
- Changes and additions must be made in writing.

Valid from: SightCity 2026

Organiser: SightCity

Venue: Kap Europa, Osloer Straße 5, 60327 Frankfurt am Main

As of: September 2025.

APPENDIX 4 – Contractual penalties, sanctions and procedural rules



As a general rule, before imposing contractual penalties/suspensions, the exhibitor shall be heard and warned, if time permits. The organiser shall exercise its discretion with due regard for proportionality. Any expenses saved shall be taken into account; the exhibitor reserves the right to prove that the damage was less than this. Decisions shall be documented briefly.

1. Late payment

Facts: No payment received for the first and second partial invoices by the set-up date.

Penalties:

- Refusal of set-up permission.
- Immediate blocking of the online profile.

Legal consequences:

The exhibitor loses all rights to use the stand. Payments already made will not be refunded.

2. Unregistered co-exhibitors

Definition of co-exhibitor

A **co-exhibitor** is any company, association, organisation or individual that cannot be clearly/legally assigned to the main exhibitor.

A co-exhibitor is anyone who participates in the main exhibitor's stand with their own market presence (logo, own staff, own sales/lead generation). Pure promotional appearances without sales/lead generation are excluded.

APPENDIX 4 – Contractual penalties, sanctions and procedural rules

2. Unregistered co-exhibitors

Exceptions:

- Influencers, athletes or autograph guests who are present at the stands for a limited time for promotional purposes.

Important principle:

Anyone offering something for sale is to be considered a co-exhibitor without exception, regardless of the time limit.

Cases of doubt:

In case of uncertainty, the organiser can and should be informed and consulted in advance. Timely clarification prevents subsequent sanctions.

Facts:

Presentation of unregistered co-exhibitors at the stand.

Sanctions:

- Subsequent billing of the co-exhibitor at the usual costs.
- Additional surcharge of 25% on the regular co-exhibitor fees.

Follow-up:

The main exhibitor is fully responsible for the proper follow-up of the exhibitor profile (registration of the co-exhibitor).

APPENDIX 4 – Contractual penalties, sanctions and procedural rules

3. No-show without payment received

Facts: Failure to appear at the trade fair with outstanding payment

Sanctions:

- Immediate deletion of the exhibitor profile
- Exhibition ban for all subsequent years

Lifting of the ban:

The ban applies for the following two years; earlier lifting of the ban may be considered if all claims have been settled in full.

4. No-show despite payment received – service provided by the organiser

Facts: Short-term cancellation with written notification to the exhibition management

Services provided by the organiser:

- Short-term public announcement in the exhibitor profile
- Reference to the exhibitor's online availability
- Textual notice on the stand area about the cancellation
- Reference to the exhibitor's online profile

Prerequisite:

Timely written notification of the exhibition management by the exhibitor.

APPENDIX 4 – Contractual penalties, sanctions and procedural rules

5. Disposal of stand structures

Facts: Leaving stand structures behind for disposal during dismantling

Sanctions:

- Contractual penalty: €2,000.00 – payable immediately in cash
- Immediate suspension of the exhibitor profile until the contractual penalty has been paid in full
- Exhibition suspension until the contractual penalty has been paid in full

Additional costs:

Actual disposal costs will be invoiced in addition to the contractual penalty.

6. Early dismantling

Facts: Dismantling before 4 p.m. on the last day of the fair without permission.

Sanctions:

- Contractual penalty: €500.00 – payable immediately in cash.

Exceptions:

- Approved early dismantling after written application to the fair management (up to one day before the start of the fair).
- Medical emergencies or force majeure after written notification to the exhibition management.

Control:

Random checks by the organiser from 3 p.m. on the last day of the exhibition.

APPENDIX 4 – Contractual penalties, sanctions and procedural rules

7. No-show for online presentations

Facts: Failure to attend registered online presentations without providing sufficient advance notice

Penalties:

- Contractual penalty: €200.00 – payable immediately in cash

Exceptions:

- Proven technical problems
- Prior consultation with the SightCity administrators
- Timely written cancellation with justification

Proof:

In the event of technical problems, documented communication with the SightCity administrators is required.

Legal information

These regulations are a binding part of the conditions of participation for SightCity 2026.

Valid from: SightCity 2026

Organiser: SightCity

Venue: Kap Europa, Osloer Straße 5, 60327 Frankfurt am Main, Germany

As of: September 2025

APPENDIX 5 – PRICE OVERVIEW 2026

1. Price breakdown – overview

1.1 Main exhibitor – this is how your total price is calculated:

Sample calculation for a 10 m² stand:

Position	Calculation	Amount (net)
Basic fee	Duty	€500,00
Stand space price	10 m ²	€2.470,00
Energy allowance	10 m ² × €5	€50,00
Disposal fee	10 m ² × €5	€50,00
Subtotal mandatory costs		€3.070,00
+ additional services if necessary	Optional	Variable
= TOTAL PRICE		ab €3.070,00

APPENDIX 5 – PRICE OVERVIEW 2026

1.2 Co-exhibitors – This is how your total price is calculated:

Position	Calculation	Amount (net)
Basic fee for co-exhibitors	Duty	€500,00
Co-exhibitor flat fee	Duty	€100,00
TOTAL PRICE Co-exhibitor		€600,00
+ additional services if necessary	Optional	Variable

2. Price scale for exhibition space with total costs

Stand size	Stand price	+ Basic fee	+ Energy (€5/m ²)	+ Disposal (€5/m ²)	= MINIMUM PRICE
5 m ²	€1.290	+ €500	+ €25	+ €25	= €1.840
6 m ²	€1.482	+ €500	+ €25	+ €25	= €2.042
10 m ²	€2.470	+ €500	+ €25	+ €25	= €3.070
15 m ²	€3.276	+ €500	+ €25	+ €25	= €3.926

APPENDIX 5 – PRICE OVERVIEW 2026

2. Price scale for exhibition space with total costs

Stand size	Stand price	+ Basic fee	+ Energy (€5/m ²)	+ Disposal (€5/m ²)	= MINIMUM PRICE
20 m ²	€4.082	+ €500	+ €100	+ €100	= €4.782
25 m ²	€4.888	+ €500	+ €125	+ €125	= €5.638
30 m ²	€5.694	+ €500	+ €150	+ €150	= €6.494
40 m ²	€7.306	+ €500	+ €200	+ €200	= €8.206
50 m ²	€8.918	+ €500	+ €250	+ €250	= €9.918
60 m ²	€10.530	+ €500	+ €300	+ €300	= €11.630
70 m ²	€12.222	+ €500	+ €350	+ €350	= €13.422

APPENDIX 5 – PRICE OVERVIEW 2026

3. What is included in the minimum prices?

3.1 Services included for main exhibitors

2 exhibitor passes (basic equipment)

Basic online package (see Appendix 1)

Standard power connection including normal consumption

Basic furniture:

Per 5 m² = 1 table + 2 chairs

Basic entry in the exhibition catalogue:

Company name + stand number + up to 3 product categories

3.2 Additional exhibitor passes for main exhibitors

Automatically included:

For every 5 m² over 10 m² = 1 additional pass

3.3 Included services for co-exhibitors

2 exhibitor passes (basic equipment)

Basic online package

Basic entry in the exhibition catalogue

Digital/print organisational services

4. Optional additional services – price list

4.1 Online and marketing services

Performance	Price (net)
Additional online lecture	€250,00
Additional social media posting	€50,00

APPENDIX 5 – PRICE OVERVIEW 2026

4. Optional additional services – price list

4.2 Trade fair catalogue extensions

Performance	Price (net)
Extended catalogue entry	€49,00
Deluxe catalogue entry	€99,00
Additional product category	€10,00 per category

4.3 Online package upgrades

Medium package: see Appendix 1

Deluxe package: see Appendix 1

4.4 Additional services

Additional accessories and services can be found in the reservation system or on the exhibitor information pages at www.sightcity.net.

Additional electricity requirements: according to individual cost estimate

APPENDIX 5 – PRICE OVERVIEW 2026

5. Discounts – sample calculations

IMPORTANT: Discounts apply exclusively to **stand space prices and online packages**. Additional bookings are always payable without discounts.

5.1 Non-profit organisations (30% discount)

Example 10 m² stand:

- Regular minimum price: €3.070
- **30% discount on stand space + online:** approx. €892
- **Discounted minimum price: approx. €2.178**
- **Additional services:** Full price without discount

5.2 Start-up area (15% discount)

Example of a 10 m² stand:

- Regular minimum price: €3.070
- **15% discount on stand space:** €370,50
- **Discounted minimum price: approx. €2.699,50**
- **Additional services:** full price without discount

6. Surcharges and special regulations

6.1 Late booking surcharge (from 1 April 2026)

+10% on stand space and package prices

- Example 10 m² stand: €3,070 = €3,377
- Print catalogue entry no longer guaranteed

6.2 Multiple/additional stand space

- **Largest area:** Full price
- **Each additional non-contiguous area:** 85% of the list price
- *(Only for main exhibitors)*

APPENDIX 5 – PRICE OVERVIEW 2026

6. Surcharges and special regulations

6.3 Special areas/special allocations

Available areas:

- Non-profit
- Start-up
- Focus on mobility

Conditions:

- Appropriate proof required
- Revocation possible if conditions are no longer met
- Reasonable replacement area without claim for damages
- False information may result in measures/contractual penalties

7. Important information about billing

All prices are net plus statutory value added tax.

Discounts cannot be combined – the most favourable individual discount applies.

Discounts only apply to stand space prices and online packages – all additional services are charged at full price.

Unused services will not be refunded.

Co-exhibitors do not pay stand space prices, energy or disposal fees.

Scope of booking: Each booking must include stand space and online presence (automatic basic package).

27–29 May 2026

SightCity



**Further information is available
on the SightCity website.**