



ORGATEC 2018  
NEW VISIONS OF WORK  
Cologne 23.- 27.10.2018



## Traffic Guidelines

### Concerning access to the exhibition centre during the construction and dismantling periods

Dear Exhibitor,

These traffic and access regulations for the construction and dismantling periods are designed to ensure that you and your stand construction companies have a trouble-free stay at the exhibition centre in Cologne.

#### Your contacts for logistics and transport are:

Person in charge

**Thomas Krohm**

Tel. +49 221 821-2978

Fax +49 221 821-3999

[t.krohm@koelnmesse.de](mailto:t.krohm@koelnmesse.de)

[www.koelnmesse.de](http://www.koelnmesse.de)

Substitute

**Josef Scharn**

Tel. +49 221 821-2344

Fax +49 221 821-3999

[j.scharn@koelnmesse.de](mailto:j.scharn@koelnmesse.de)

[www.koelnmesse.de](http://www.koelnmesse.de)

Person in charge concerning **approval of stand constructions**

Mr. Deißler +49 221 821 3879 [m.deissler@koelnmesse.de](mailto:m.deissler@koelnmesse.de)

#### Dates and times

Trade fair: 23.10. – 27.10.2018

Opening hours for exhibitors: 23.10. – 27.10.2018 08:00 a.m. to 07:00 p.m.

Opening hours for visitors: 23.10. – 26.10.2018 09:00 a.m. to 06:00 p.m.

27.10.2018 09:00 a.m. to 04:00 p.m.

#### Construction

13.- 17.10.2018 06:00 a.m. - midnight

18.- 21.10.2018 midnight to midnight (no closure of halls)

22.10.2018 midnight – 06:00 p.m.

#### Dismantling

27.10.2018 04:00 p.m. to midnight (no closure of halls)  
**access for trucks approx. 06:00 p.m.**

28.10.- 30.10.2018 midnight to midnight  
(no closure of halls)

31.10.2018 midnight to 06:00 p.m.



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## Restricted Traffic

### Blocking of „Zoobrücke" for heavy-goods vehicle traffic

Please note that the bridge „Zoobrücke" is closed for heavy trucks i.e. trucks with more than 30 tons gross vehicle weight as from 15 October 2010. Please use the official route deviations of the Cologne City Administration. For more information and the corresponding access, routes see Cologne's homepage [www.stadt-koeln.de/1/presseservice/mitteilungen/2010/05029](http://www.stadt-koeln.de/1/presseservice/mitteilungen/2010/05029)

### Blocking of highway tunnel „Grenzstraße" B55a for vehicles over 7.5 tons

Due to inevitable works to improve fire protection and subsequent clean-up operations the highway tunnel "Grenzstraße" on the express highway is closed until further notice for vehicles over 7.5 tons between the bridge "Zoobrücke" and the motorway junction „Köln-Ost" as from August 2012.

Therefore please leave motorway at exit „Köln-Buchforst" and follow the signposted alternative routing. It will lead you to Frankfurter Straße, then onto Vingster Ring and via eastern access road leading to the trade fair grounds.

You can also use the alternative route via motorway A4, motorway junction "Kreuz Gremberg" to eastern access road. For further information please see Koelnmesse homepage:

<http://www.orgatec.com/ORGATEC/for-exhibitors/Preparation-and-services/Information-for-booth-builders/index.php>

### Environmental Zone

Most of Cologne's metropolitan area is a low emission zone, into which only vehicles sporting one of the stickers for emission group 4 (green sticker) are allowed to enter since July 2014.

The Koelnmesse exhibition centre is, however, accessible for all types of vehicles, even if they do not bear one of the aforementioned stickers. You will find directions on how to reach the site without a sticker at map of low emission zone.

Due to a general disposition of the Cologne Police Authority trucks over 30 tons gross vehicle weight without a sticker for the environmental restriction zones are allowed access to Koelnmesse also via the environmental zones. This applies only to the official route deviations.

Please find more information here:

<http://www.stadt-koeln.de/leben-in-koeln/umwelt-tiere/luft-umweltzone/die-koelner-umweltzone>

## General Traffic Regulations

- Instructions given by Koelnmesse staff with regard to traffic guidance and logistics must be followed.
- The German Road Traffic Regulations (StVO) apply throughout the exhibition centre.
- The speed limit on the grounds is 30 km per hour.
- Regardless of the vehicle type, person's drive onto the grounds at their own risk. Access is granted only if a valid access or parking permit can be shown.
- Marked roads, fire department areas and escape routes (service doors, emergency exits, etc.) must be kept **free at all times**.

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 on +49 221 821-2551.

Please leave a telephone number on the vehicle/trailer in order to get in touch with you in case of emergency.



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**Only fork-lifts of the following forwarder companie are allowed on the Koelnmesse grounds:**

**SCHENKER Deutschland AG**

Tel. +49 221/98131-8821  
+49 221/98131-8823  
Fax +49 221/98131-8890  
e-mail: [fairs.koeln@dbschenker.com](mailto:fairs.koeln@dbschenker.com)  
Internet: [www.schenkerfairs.de](http://www.schenkerfairs.de)

Construction vehicles and containers must not be parked or set down on the exhibition grounds during the trade fair. A limited number of parking spaces for trucks, trailers and containers is available at the exhibition centre and can be rented for a fee of 300.00Euro (plus 19% VAT). This charge refers to the whole duration of the trade fair including construction- and dismantling-times. You may order these parking spaces with the form T.24 which you will find in our Koelnmesse-Service-Portal.

Depending on the position of the container, tent or vehicle or in case of use by persons the installation of smoke detectors, which are connected to our fire alarm system might be required. Smoke detectors can also be ordered in our Koelnmesse-Service-Portal.

**Koelnmesse GmbH does not have any interim storage facility for your goods!**

You may leave your goods and pallets at our forwarders' storage even before the fair or construction time begins. They also provide storage of your empty packaging during the running fair. You may order these with the form T.18 which you will find in our Koelnmesse-Service-Portal.

**Koelnmesse-Service-Portal**

- Form T.20 for parking permits for trucks/containers/trailers (8x2,5m)
- Form T.18 for storage of goods and pallets before the fair or construction time as well as storage of your empty packaging during the running fair at our forwarder's storage.  
Koelnmesse GmbH does not have any interim storage facilities!
- Form T.01 for electrical installations
- Form T.02 for water installations.
- Form T.23 for smoke detectors

Contact person for further enquires concerning your order is the exhibitor service  
[ausstellerbetreuung@koelnmesse.de](mailto:ausstellerbetreuung@koelnmesse.de)

Contact person for further enquires concerning your parking space is Mr. Thomas Krohm  
[t.krohm@koelnmesse.de](mailto:t.krohm@koelnmesse.de)

**Our postal address is:**

Koelnmesse GmbH  
Deutz- Mülheimer Straße 111  
50679 Cologne  
Postfach 21 07 60  
Germany

**Your postal address during the trade fair is:**

Koelnmesse GmbH  
(hall, aisle, standnumber)  
(your company name)  
(person in charge)  
Deutz- Mülheimer Straße 111  
50679 Cologne  
Germany



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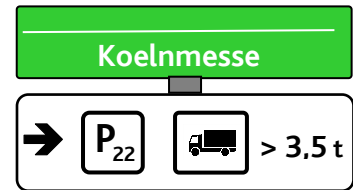
## Construction and Dismantling: General Regulations

### Trucks over 3.5 tons will be directed to P22 from 13.10.2018

At P22 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 and stand number) has been assigned.
- The required areas for loading and unloading are available at the halls.
- (Where required) the logistic services have been provided by the contracted transport agency
- (Where required) the customs handling can be complete

Our traffic staff at P22 will then direct trucks to the grounds



### The parking of passenger cars in the logistic zones at the halls is not permitted.

### Free parking for unloaded passenger cars during construction and dismantling

For the hall 5, 10, 11 Parking deck 5-10  
For the halls 6, 7, 8, 9 P 21

### Construction 13.- 21.10.2018

Vehicle type	Halls	Access via	Opening hours	Deposit
 up to 3.5 tons	5, 6, 7, 8	Gate A	24 h	None
	9	Gate B	07:00 a.m.-03:00 p.m.	None
	10	Gate D	06:00 a.m.- midnight	None
	11	Gate F	06:00 a.m.- 22:00 p.m.	None

#### Short stay parking in the logistic zones only for loading and unloading.

Vehicle type	Halls	Access via	Opening hours	Deposit
 from 3.5 tons	5, 6, 7, 8, 9, 10, 11	P22	06:00 a.m.-08:00 p.m.	None

Apart from P22 opening hours, access and exit via gate A only.

### Construction 22.10.2018 / last day of construction

Vehicles weighing less than 3.5 tons are only granted access to the trade fair grounds between 06:00 a.m. and 06:00 p.m. with separate access permission. The relevant access permission can be obtained in a limited number for a cash deposit of 100.00 Euro on the P21.

Vehicle type	Halls	Access via	Opening hours	Deposit
 up to 3.5 tons	5, 6, 7, 8	Gate A	08:00 a.m.- 06:00 p.m.	100,00 Euro max. 2 h
	9	Gate B		
	10	Gate D		
	11	Gate F		

The deposit is payable **in cash and euros** will be returned at the gate A if the vehicle leaves by exit deadline!



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Vehicle type	Halls	Access via	Opening hours	Deposit
from 3.5 tons 	5, 6, 7, 8, 9, 10, 11	P22	06:00 a.m.-08:00 p.m.	None

Apart from P22 opening hours, access and exit via gate A only.

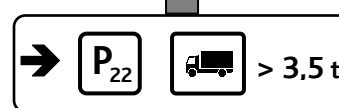
## Access Regulations

### Last day of the fair/Dismantling 27.10.2018

Arriving vehicles for dismantling will be directed to P22 by means of signposting.

All vehicles used for dismantling will not be granted access to the grounds before 06:00 p.m. on the last day of the trade fair!

On the last day of the trade fair, owners/users of vehicles weighing up to 3.5 tons can drive onto the grounds from **03:45 p.m. to 05:45 p.m.** with separate access permission. The relevant access permission can be obtained in a limited number for a cash deposit of 100.00 Euro.



### Opening hours of the ticket counter

21.10. to 22.10.2018 from 10:00 a.m. to 06:00 p.m. (parking ticket counter at the Service-Center North)

27.10.2018 from 01:00 p.m. to 03:00 p.m. (Security Office North and at parking area P 22)

The deposit will be returned upon handing over the original deposit receipt at **Gate A** if the vehicle leaves by the exit deadline (**05:45 p.m. at the latest**).

Vehicle type	Halls	Access via	Opening hours	Deposit
} up to 3.5 tons	5, 6, 7, 8, 9, 10, 11	With access permission via <b>Gate A</b>	from 03:45 p.m.	See above mentioned deposit regulations
from 3.5 tons 	5, 6, 7, 8, 9, 10, 11	P22 from 06:00 p.m.	06:00 a.m.-10:00 p.m.	None

### Dismantling 28.- 31.10.2018

#### Loading and unloading

Vehicle type	Halls	Access via	Opening hours	Deposit
} up to 3.5 tons	5, 6, 7, 8	Gate A	24 h	None
	9	Gate B	07:00 a.m.-03:00 p.m.	None
	10	Gate D	06:00 a.m.- midnight	None
	11	Gate F	06:00 a.m.- 10:00 p.m.	None
from 3.5 tons 	5, 6, 7, 8, 9, 10, 11	P22	06:00 a.m.-08:00 p.m.	None