

Submit in duplicate!

**Contact and invoicing:**  
Kreisverwaltungsreferat – HA I / 25 (VVB)  
Ruppertstraße 19 | 80466 München | Germany

Exhibitor

Hall / Stand no.

Outdoor exhibition area / Block

VAT no.

Contact

Street / P.O. Box

E-mail

Country / Town / Postcode

Tel. with area code and ext.

Fax with area code and ext.

For purposes of compliance with hygiene and safety regulations, the exhibitor is required to notify his intention to serve food and beverages and/or operate beverage dispensing equipment. The registration and/or notification can only be submitted for the stand space rented. Non-compliance with this obligation to register may be penalized and a fine imposed.

We hereby declare our intention to serve food/beverages on our stand:

free of charge     for sale\*

as (non-gratuitous) samples  
(price must be significantly below standard local charge)

\*For requirements see registration documents (provision governing the sale of goods)

We are appointing a catering company:

Yes     No

The catering company is a Messe München GmbH service partner

Yes     No

Insofar as the exhibitor/renter does not prepare/produce the meals/food himself, the caterer responsible for compliance with the applicable regulations and directives, notably in respect of food hygiene, is to be named:

Name of catering company and contact

**Foods offered**

**Beverages offered**

**Food to be served on the stand is**

prepared on site     delivered ready to serve

**Beverages will be served on the stand**

in bottles / cans     from beverage dispensing equipment

Size of catering area or number of seats

Period during which actual dispensing of beverages is to occur

**If beverage dispensing (bar) equipment is to be used:**

The beverage dispensing equipment must comply with the hygiene requirements set out in the beverage equipment standard DIN 6650-4 prior to the event commencing. The beverage dispensing equipment must have been cleaned appropriately prior to the event. In the case of rental equipment, the rental agent must supply documentation relevant to the equipment and valid cleaning verification together with the equipment. If no such documentation and cleaning verification are available, you have the option of asking our service partner for dispensing equipment systems to issue the documents required.

Contact: messeservice@schanktec.de

Official certification or logbook incl. records of regular inspection of beverage dispensing equipment is available:

Yes     No

The equipment is being rented from:

Company/Rental agent

Phone

In this context, we would like to draw your attention to the fact that the dispensing of alcoholic beverages for consumption on site with the intent to realize a profit is subject to permission according to Section 12 of the German Catering Act, the application for which is to be submitted via this form.

Place / date

Company stamp and legally binding signature of exhibitor

**Please note** that surfaces which may come into contact with food items must be maintained in exemplary condition and be easy to clean and disinfect. Smooth, washable materials should be utilized (this also applies to floor coverings and walls in such areas.) If food is to be served on the stand, the requirements set out in Section 4 Item 2 in conjunction with Annexe II Section 1 et seq. of Directive (EG) 852/2004 relevant to commercial operations must be observed. These include the following measures:

- adequate water and wastewater hook-ups
- temperature conditions suitable for the hygienic preparation, handling and distribution of food
- appropriate equipment for cleaning food
- appropriate tools for cleaning / disinfecting food service / kitchen equipment

#### ■ Important

Any distribution of food and/or beverages is subject to official hygiene regulations, and to review by food and beverage officials of the local inspection authority (Bezirksinspektion Ost).

#### ■ Legal regulations

According to Sections 64 and 69 of the German Trade Regulation Act, the distribution of samples (promotional items, food and beverages) at a scheduled trade fair is not subject to official approval, but must be declared.

Should beverages not intended as samples be sold for consumption on site, the requirement to apply for permission as set out in Section 1, Paragraph 1 of the German Catering Act applies. Approval is required in any such case in accordance with Section 12 of the German Catering Act.

#### **Exhibition stand hospitality for guests, customers and visitors:**

With regard to the assessment of the exhibitor's customer hospitality activities, such as do not incur a fee, the special character of the function is to be given particular consideration. As the overall event is primarily of a promotional nature, the distribution of food and beverages is regarded as an extension of the true, broader objective of the event, namely promotional activities aimed at attracting customers.

**Therefore, taking logistical and economic factors additionally into account, the relevant local authority (Kreisverwaltungsreferat der Landeshauptstadt München), in keeping with current statutory requirements, herewith exempts the complimentary distribution of food and beverages, whether or not served as samples, from the requirement to obtain a permit against payment of a charge in accordance with the German Catering Act.**

#### **Information on the German Infection Prevention Act (Infektionsschutzgesetz - IfSG)**

Any persons preparing, handling or distributing certain foodstuffs, which activity involves coming into contact therewith, or newly hired staff or persons involved for the first time in group food service activities in kitchens within restaurants and other similar establishments, may only carry out this work after demonstrating through the appropriate certification by the German Public Health Department or from a physician contracted by the Public Health Department, that they have been notified verbally and in writing

1. of activities prohibited under Section 42, Paragraph 1 of the IfSG,
2. of their obligations as specified under Section 43, Paragraphs 2, 4, and 5 of the IfSG and
3. have declared in writing, after having been advised as above, that they have no knowledge of any reason why they should be prohibited from participating in food service activities.

**Persons already in possession of a valid health certificate as set forth in Sections 17 and 18 of the former German Epidemic Prevention Act (BSeuchG) are exempt from this compulsory initial instruction.**

German-language certificates issued in accordance with the new German Infection Prevention Act (IfSG) and the old German Epidemic Prevention Act (BSG) are to be submitted and / or presented on demand.

Persons preparing, handling or distributing the following foodstuffs are subject to the aforementioned compulsory instruction as provided under the German Infection Prevention Act:

- Meat, poultry and any products produced therefrom
- Milk and dairy products
- Fish, crustaceans or molluscs and products produced therefrom
- Egg products
- Infant and children's nutrition
- Ice cream and semi-finished ice cream products
- Baked goods with non- or partially-cooked or –heated fillings or toppings
- Gourmet salads, raw salads and potato salads, marinades, mayonnaise and other emulsified dressings, baker's yeast
- Sprouts and products containing sprouts as an ingredient

Dishwashing staff, whether employed in food service operations in establishments or for group service events, must also possess the appropriate instructional certificate.

The provisions set out in the European Food Information Directive have been in force since December 13, 2014. As a result, the identification of allergens is required also for loose goods. In this connection you are kindly requested to refer to the information on our homepage: [www.muenchen.de/rathaus/Stadtverwaltung/Kreisverwaltungsreferat/Verbraucherschutz-und-Veterinaerwesen/Lebensmittelueberwachung/Kennlichmachung-in-Speise--und-Getr-nkearten.html](http://www.muenchen.de/rathaus/Stadtverwaltung/Kreisverwaltungsreferat/Verbraucherschutz-und-Veterinaerwesen/Lebensmittelueberwachung/Kennlichmachung-in-Speise--und-Getr-nkearten.html)

Further information concerning statutory food and food hygiene regulations is available from the coordinating officer of the local inspection authority (Landeshauptstadt München, Kreisverwaltungsreferat HA I / 35, Bezirksinspektion Ost, Trausnitzstr. 33, 81671 München, Germany)

**Mr. Michael Stamm**  
Tel +49 89 23363535  
Fax +49 89 23363531  
bi-ost.kvr@muenchen.de

In the event of any regulations governing food hygiene not receiving compliance, Munich city council's food inspection authority reserves the right to take the appropriate steps up to and including prohibiting the preparation of food.

## ■ Information on operating beverage dispensing installations on the exhibition grounds

1. Beverage dispensing installations that are not fixed local systems as defined by the Technical Rules Governing Dispensing Installations (TRSK) 400 No. 3.3.2, but are to be set up on site at a given event, are required to be registered with the relevant authorities by the operator (see Item 4). No supporting documentation need be submitted. In accordance with Section 14 para 1 of the Operating Safety Directive (BetrSichV), the beverage dispensing installation must undergo inspection by a qualified person as defined by the Technical Rules Governing Operating Safety (TRBS 1203) prior to its initial operation. This is the responsibility of the given entrepreneur (renter or operator). A copy of the result of the inspection is required to be kept on site, available for presenting to the relevant authorities at their request. This still applies even if the installation is rented. In accordance with the European Food Hygiene Directive 852/2004, the beverage dispensing installation is required to be cleaned prior to the commencement of the event. Written verification of the cleaning and the original inspection certificate are to be kept close to the installation. Operating instructions must also be affixed to the installation as stipulated by TRSK 500.
2. Ready-to-use installations as defined by TRSK 400 No. 3.3.1 are required to be registered with the relevant authorities (see Item 4). No supporting documentation need be submitted. In accordance with Section 14 para 2 of the Operating Safety Directive (BetrSichV) and based on hazard evaluation procedures as defined by Section 3 of the Operating Safety Directive, the installation inspection must be renewed every two years by a qualified person. In accordance with BGV A1, this is generally the responsibility of the given entrepreneur (renter or operator) of the installation.
3. The pressurized gas containers used must be stored upright and secured against tipping over.
4. Further information is available from the head of the municipal beverage dispensing installation inspection office (City of Munich, District Administration Office KVR III/133, Implersstrasse 11, 80466 München), Mr. Günter Unterreithmaier.  
Tel. +49 89 233-45081, Fax 49 89 233-45138, g.unterreithmaier@muenchen.de

In the event of non-compliance with regulations governing beverage dispensing installations, the relevant municipal authorities reserve the right to take the appropriate steps up to and including shutting down the given beverage dispensing installation.

### Service companies approved by Messe München GmbH for the cleaning and inspection of beverage dispensing installations:

Getränke Widmann GmbH Schankanlagentechnik  
Melchior-Huber-Str. 36, 85652 Ottersberg, Germany  
Tel. +49 8121 8453, Fax +49 8121 78422, Mobile +49 177 2228453  
messeservice@schanktec.de, www.schanktec.de

### Price list

Cleaning, inspection and issuance of inspection certificate	EUR
for a 1-valve beverage dispensing installation	75.00
for each additional valve	37.50
for a 5-valve pre-mix installation	87.00

  

Inspection in accordance with Equipment Safety Directive of a ready-to-use or installed beverage dispensing system	EUR
incl. hygiene test for a 1-valve beverage dispensing system	on request
for each additional valve	on request
per working hour	49.20