



Organization of congresses,  
conferences and other events

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## Congress management

The conferences and technical seminars that usually accompany major trade fairs are important points of attraction for industry professionals and can even be the decisive factor prompting their visit.

With our expertise and state-of-the-art conference facilities, your event is sure to be a resounding success. We can offer you full-service packages, spanning everything from event planning, financial management, the production of printed materials, event promotion and support services for conference participants, right through to recruitment of temporary staff, such as security personnel and photographers.

The Hannover exhibition grounds can cater for events of all types and scales. You can use our exhibition halls, the pavilions beneath the EXPO Canopy and the centrally located Convention Center.

Our in-depth event management expertise, gained in the course of many years, is your guarantee of success. For further details, visit [www.messe.de/conventions\\_e](http://www.messe.de/conventions_e).



**Contact:**

Congress Management Team

Tel. +49 511 89-33555

[congressmanagement@messe.de](mailto:congressmanagement@messe.de)

## Renting a conference room

Our conference rooms are versatile facilities that can be adapted to suit your event. Our state-of-the-art, architecturally captivating Convention Center in the heart of the exhibition grounds offers a total of 5,200 m<sup>2</sup> of space (just on 56,000 sq. ft), with 35 different conference halls and meeting rooms at your disposal. We also have additional conference facilities in Hall 2, with rooms available for hire individually. Rent one of our versatile and multifunctional rooms to set the right tone for your event. These can accommodate anywhere from 10 to 1,300 people. Please advise us of your dates and room requirements via our OBS online system; the prices depend on the room size and duration of hire. Once we have an idea of your requirements, we will be happy to advise you on the available catering options and conference equipment.

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**Tip:** Our expert staff at Messe Gastronomie can provide the perfect catering for your event, featuring a wide range of beverages, snacks, finger food and much more (for further information, please refer “Restaurants and catering,” pages 100-103).

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Our conference equipment includes the following:

Item	Rental price in €
Public address system	from 95.00
Lectern microphone/ Stand microphone	from 25.00
Table microphone	from 30.00
Wireless microphone system, including microphone	from 105.00
Multimedia projector	from 125.00
Laser pointer	25.00
Sound system for simultaneous translation	from 1,450.00 (for 2 languages incl. 50 headphones)

**Contact:**

Corina Sillmen

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[corina.sillmen@messe.de](mailto:corina.sillmen@messe.de)

## Using music at the show

If you plan to play background music at your stand, or would like to arrange for some musical accompaniment for a presentation or stand party, please note that any public use of copyrighted music must be approved and licensed by GEMA (the German society for music performances and mechanical reproduction rights).

You can apply and pay for the necessary license from GEMA via the OBS online system. The license fee in each case depends on the sound recording medium used: radio, CD or other sound carrier, TV, video or computer, or (for live performances and stand parties) the size of your stand.

### Contact:

GEMA

Tel.: +49 40 679093-0

[bd-hh@gema.de](mailto:bd-hh@gema.de)

[www.gema.de/en](http://www.gema.de/en)

## Stand parties

If you would like to unwind with your staff after a busy day at the show or hold a party for your customers and business partners, you can do so from 6 p.m. onwards. You can offer musical entertainment, whether live or recorded, starting at 6:30 p.m. (registration with music rights organization GEMA required; see above).

Depending on the trade fair, your stand party must come to an end by 10 or 11 p.m. or you will incur additional costs for hall lighting, extra waiting periods for cleaning crews, etc. Please check with your Deutsche Messe contact whether it is necessary to register your stand party.



**Note:** Our catering company, Messe Gastronomie GmbH, is happy to provide food and beverages for your party (see “Restaurants and catering”, pages 100–103).

## Your evening event at the Exhibition Center

You'll find the perfect set-up for your evening event right on site at the Hannover Exhibition Center, which offers you a wide range of options for all kinds of event – from “high altitude” VIP receptions at the Hermes Tower, gala banquets for 5,000 people in an attractively decorated exhibition hall, to tradeshow parties at our Convention Center.

Start your event at the end of the tradeshow day the relaxing way, on site, without the hassle of complicated transportation arrangements, and enjoy the professional support of our event management team. That way you can be sure your event will be a successful and memorable one. We can offer you special locations for any type or size of event.



### Contact:

Event Hotline

Tel.: +49 511 89-34444

# Special events at the ADAC Driver Safety Training Center



The ADAC Driver Safety Training Center to the south of the exhibition grounds has 24 hectares of land and offers a total of 10 different ADAC (German Automobile Association) training modules plus a state-of-the-art traffic training area. It is one of the largest and most advanced safe driving centers in Germany. The center is easy to reach from any direction by car, being only minutes away from two of Germany's major autobahns. We'll get things rolling for you – from traditional safe driving lessons for company groups to events and product presentations. Follow up your on-track experience with a reception, snack or party. Individual arrangements can be made with our expert catering partners. Take advantage of our ample driving complex to inject some extra adrenaline into your event program. Lots of practice with only a modicum of theory means lots of fun for everyone!

See you at the track!

## Specs:

- Size of complex: 24 hectares
- Parking for more than 3,000 cars
- Function rooms, with a lobby measuring 400 m<sup>2</sup> and a bistro measuring 200 m<sup>2</sup>
- Seminar rooms, ranging from 33 to 132 m<sup>2</sup> in size
- Outdoor area for hospitality services and events
- State-of-the-art conference equipment
- Supporting program
- Top-notch catering services
- Transfers, hotel reservations
- Event management



## Contact:

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