

Schedule for exhibitors

Explanation of symbols



Binding to do



Optional to do



Important note



Information

23 January 2025



Online Service Center (OSC for short) for exhibitors **online**
 → www.ratl-messe.com/en/osc

Ticket shop for visitors **online**
 → www.ratl-messe.com/ticketshop



Follow us on social media and tag RATL!



Receipt of:

- login data for **Online Service Center** (OSC for short) – **pre-access**
- your customer voucher registration link** for the free invitation of your customers to RATL



Why pre-access to the OSC?

Determine the decisive components of your participation early in the trade fair year 2025 for a successful RATL!

From 23 Jan. 2025



In the Online Service Center:

Book marketing upgrades

Simple **modular system** with customized offer in **three price levels**.

Secure your participation in demonstration formats
 Moving from product theory to product experience through participation in **demonstration building sites and special theme areas**.

↳ **Deadline: 30 April 2025**



Limited number of participants. Admission is based on thematic compatibility and receipt of registration.

Order voucher cards

From trade fair to trade fair to RATL: Take advantage of the whole year to **invite your customers to RATL** in October. Order your printed voucher cards in the OSC and hand them over at customer meetings.



All customer invitations to a free trade fair visit are included for you. There is no chargeback for redeemed tickets.

30 January 2025



Online session: Kick-off to the RATL year

In an **one-hour online session**, you will receive the most important **insights into new features** and **limited offers** for your trade fair preparations for RATL 2025.

28 – 30 April 2025



Receipt of:

- Stand confirmation** incl. stand number
- Current **site plans**
- Login data for **Online Exhibitor and Product Database** (EPDB for short)
- Again: Login data for **Online Service Center** (OSC for short)
- For participants in the demonstration formats: **Technical questionnaire demonstration formats** (demonstration building sites and special theme areas)

↳ **Return by 5 June 2025**



The OSC is now fully available for booking all stand-related services. Technical connections can be ordered and stand construction permits can be submitted.

5 – 9 May 2025



Receipt of **media kit** with personalised online banners incl. stand number and order options for advertising material.

From May 2025

To Do!

OBLIGATION FOR ALL EXHIBITORS

→ **By 15 July 2025 via the OSC**

Outdoor exhibition area

- Submission of the **application for stand construction permit** incl. stand construction, temporary structures, machines, vehicles & containers
- **Upload of the stand sketch** with positions of all connections, machines, vehicles & containers and temporary structures

Indoor exhibition area

- Submission of the **application for stand construction permit** for stand construction higher than 3.50 m
- **Upload the stand sketch** with positions of all connections
- **Upload of print documents/logos** with corresponding **stand construction package**

Addition for demonstration exhibitors:

Return of the **questionnaire on demonstration activities** on own stand space

From 1 June 2025

To Do!

- Submission of **information for press purposes**
- Free **registration for the guided tour programme**

→ **By 30 June 2025**

10 July 2025

To Do!

Save the date: Demonstration formats coordination day (demonstration building sites and special theme areas)



Attendance date in Karlsruhe. Invitation will be sent separately.

31 July 2025

To Do!

Receipt of stand invoice (incl. stand fee, additional stand costs, participation fee demonstration formats)



Invoices are sent digitally. Two-week payment period after invoice date.

By 24 Sept. 2025
(2 weeks before trade fair begins)

To Do!

Last call:

- Orders for **voucher cards** and **advertising material**
- Orders for **parking permits** via the OSC
- Registration of **exhibitor passes** via the OSC
- **Service conditions** at **regular prices**

↳ **From 25 September 2025: 25 % express service surcharge**

4 – 8 Oct. 2025

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Set up:

Outdoor exhibition area

- 4 – 5 Oct. 2025: 8.00 am – 6.00 pm
- 6 – 7 Oct. 2025: 8.00 am – 8.00 pm
- 8 October 2025: 8.00 am – 10.00 pm



Due to the short conversion time for a preceding trade fair in the outdoor exhibition area, some exhibition areas can only be set up from Monday, 6 October 2025. Exhibitors affected by this will be informed well in advance.

Indoor exhibition area

- 6 – 7 Oct. 2025: 8.00 am – 8.00 pm
- 8 October 2025: 8.00 am – 10.00 pm

9 – 11 Oct. 2025

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Trade fair times:

- 9 October 2025: 9.00 am – 5.00 pm
- 10 October 2025: 9.00 am – 5.00 pm
- 11 October 2025: 9.00 am – 4.00 pm



Opening times for exhibitors are **two hours before and one hour after** the official trade fair time.

10 October 2025

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Invitation to special events

RATL Networking Night

From 6.00 pm, Events Hall



NEW: Tickets for the RATL Networking Night can be booked in the OSC from May 2025. A limited, chargeable ticket contingent is available per exhibitor.

11 – 16 Oct. 2025

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Dismantling:

Outdoor exhibition area

- 11 October 2025: 4.30 pm – 10.00 pm
- 12 – 16 Oct. 2025: 8.00 am – 6.00 pm

Indoor exhibition area

- 11 October 2025: 4.30 pm – 10.00 pm
- 12 – 14 Oct. 2025: 8.00 am – 6.00 pm

By 30 Nov. 2025

To Do!

Receipt of service invoice

(incl. technical connections, parking)

Get in touch with us – we are happy to help!

For questions about ...

... the **trade fair strategy** as well as registration & stand allocation, additional on-site representation, special theme areas & demonstration building sites



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... **stand design, stand construction and all questions concerning the OSC**



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... **communication activities** (including social media campaigns, visitor newsletter, inclusion of topics in RATL press work)



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... **stand construction approvals and technical guidelines**



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... **invitation management and advertising material**



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