

MOC VERANSTALTUNGSZENTRUM MÜNCHEN • MESSE MÜNCHEN INTERNATIONAL • POLIZEIPRÄSIDIUM MÜNCHEN

Unfortunately, like all large trade fair centres, the MOC Veranstaltungszentrum München and its exhibitors are not exempt from theft. Therefore, in cooperation with the Munich police, Munich Trade Fair carries out a large number of measures that effectively prevent theft on the trade fair grounds. These include, for example, uniformed police patrols in the trade fair halls, bag checks at the entrances and exits, and checks on vehicles when they leave the grounds. However, the security service commissioned by Messe München can provide only a general security service for the trade fair halls and grounds. Exhibitors are solely responsible for the protection of their trade fair stands and exhibits.

In your own interest and in order to reduce the risk of theft, we would appreciate it if you would heed the following advice in order to ensure that your trade fair presentation is both secure and successful.

1. When planning your trade fair stand

- ▶ Design your trade fair stand in such a way that you always have a good view of all your exhibits.
- ▶ When planning your trade fair stand, please make sure you include lockable and covered-in booths (if necessary, in conjunction with a stand kitchenette).

2. During assembly

- ▶ Never leave your trade fair stand unattended. A member of staff should always be at the stand, even during breaks.
- ▶ Keep an eye on items that can be moved easily, such as tools, bags, electric appliances, etc. Secure smaller exhibits or stand equipment with chains with a lock.
- ▶ When deliveries are made to your trade fair stand (for example, by courier services, forwarding agents, etc.), make sure that someone you trust is always available to receive the goods properly.
- ▶ The risk of theft is particularly high the night before the trade fair opens. Therefore, we strongly recommend hiring a guard for your stand (see 5).

3. During the trade fair

- ▶ Never leave your trade fair stand unattended. Staff your trade fair stand in good time and do not leave it too early in the evening. We strongly recommend hiring a guard for your stand at night (see 5).
- ▶ When the trade fair closes in the evening, lock up all valuables that can be moved easily.
- ▶ Do not leave any electronic business aids, such as mobile phones, laptops, or tablets, at the trade fair stand overnight. Consider the damage that could be caused if important customer data, working documents, appointments, etc. were suddenly irretrievably lost.
- ▶ Adopt a healthy mistrust even of people who are well-known in your sector. Keep a particularly watchful eye on people who spend time at your trade fair stand but are obviously not customers.
- ▶ Please remember that big events always attract pickpockets. Therefore, it is particularly important to avoid showing that you have large amounts of cash with you.

4. During dismantling

- ▶ You should be particularly vigilant during the first night of dismantling when levels of activity tend to be frenetic and large numbers of outside helpers are required in the trade fair halls. It is particularly easy for thieves to "do good business" in this environment.
- ▶ Never leave your stand unattended during dismantling. Secure your exhibits, valuables and other items that can be moved easily as soon as the trade fair closes.
- ▶ If you have rented furniture for your trade fair stand from our service partners, make sure that it is collected only by the authorised staff of the rental company concerned. Remember: you can be held liable for the damage or loss of rented items.
- ▶ Make sure that only the forwarding agents or stand construction firms you commissioned and authorised take your exhibits and stand components away.
- ▶ Alternatively, you can also hand over the valuables to the local forwarding agent at typical terms and conditions. A written application will be required from you for this purpose. The product is then passed to the carrier in number of units.
- ▶ If necessary, hire a guard for your stand for the first night of dismantling (see 5).

5. Guards

You can hire guards for your stand with order form 9.1 in the Exhibitors' Service Booklet. By hiring a guard you minimise the risk of becoming the victim of theft. Guards must come from the security service commissioned by Messe München. Exhibitors are not permitted to use their own security staff to guard their stands. Without guards there is no insurance coverage! For further information, please do not hesitate to contact our Security and Guarding Service at (+49 89) 32353-200.

6. What to do in case of theft

If, despite all these measures, you become the victim of theft or some other crime, or if you observe any suspicious behaviour, please inform the police or the Trade Fair Security Centre immediately:



MOC Veranstaltungszentrum München, Security Control Centre (24 hours): +49 89 32353-200



Police-District No. 47, (24 hours):
Knorrstraße 139, 80937 München, +49 89 35 711-60



Your Security Contacts:

- ▶ Security and Guarding Service VD Mayr ▪ Tel. (+49 89) 32353-200
- ▶ Munich Police ▪ Police-District No. 47 ▪ Tel. (+49 89) 35711-60 ▪ pp-mue.muenchen.pi47@polizei.bayern.de