

# GENERAL REGULATIONS AND TECHNICAL SPECIFICATIONS

## 1. ORGANISATION

The WID 2026 is organised by the ODV GmbH (Austrian Dental Association)

Schönbrunner Straße 297  
1120 Vienna  
Tel. +43-1-512 80 91  
(hereinafter referred to as ODV)

## 2. CALENDAR

### Duration of the exhibition:

Friday,	May 08, 2026	09:00 - 19:00
	Chill Out	19:00 - 20:00
Saturday,	May 09, 2026	09:00 - 14:00

### Deadline for registrations for exhibitors:

Thursday, February 13, 2026

### Set up and decoration time for exhibitors with own stands:

Tuesday,	May 05, 2026	08:00 - 18:00
Wednesday,	May 06, 2026	08:00 - 18:00
Thursday,	May 07, 2026	08:00 - 18:00

### Decoration time for rented stand:

Wednesday,	May 06, 2026	12:00 - 18:00
Thursday,	May 07, 2026	08:00 - 18:00

### Dismantling for all stands:

Saturday,	May 09, 2026	14:00 - 22:00
Sunday,	May 10, 2026	08:00 - 12:00

The date and opening times of the exhibition are binding for all exhibitors. They may be changed only in exceptional cases with explicit approval of ODV.

## 3. LOCATION

Messe Wien (hereinafter referred to as MW)  
Trabrennstraße 1, 1020 Vienna

## 4. ADMISSION

Admitted to participate are all domestic and foreign manufacturers, importers and dealers in products of their own and/or outside manufacture in the sector of dental, medical and pharmaceutical devices, hygiene companies, EDP-suppliers, banks, leasing companies, insurance companies and medias.

The organiser alone will decide on the acceptance of the stand registrations and their allocation. Their decisions are final and no grounds need be given.

Shall an exhibitor offer scientific programmes in parallel to the WID, the organizer is entitled to cancel the exhibitor's stand registration.

## 5. APPLICATION / REGISTRATION FEE

Please send the completed application form, signed and stamped by the company, to ODV.Congress Incentive GmbH. The exhibitor should retain a copy of the application for his own files.

Stands are assigned in the order in which the registrations arrive, provided the payments are rendered on time. The registration fee for the WID 2026 is EUR 70,00 plus statutory VAT and is to be settled in a single payment. Registrations become valid only on receipt of the registration fee.

## 6. STAND SIZES

The minimum stand size is 9 m<sup>2</sup> (3m x 3m). Areas larger by 9 m<sup>2</sup> each case are possible. In order to give the exhibition as a whole a distinct image, the organiser insists that all stands conform to a prescribed grid system.

## 7. STAND CONFIRMATION

With the written "Stand Confirmation", you will receive the technical documents and order forms for rental booth, hire furniture, electrical installations, telephone connection, exhibitor passes, insurance, stand cleaning, etc.

## 8. RENTAL AREA / RENTAL BOOTH / COSTS

Costs for an exhibitor for the area only:

Euro 260,00 per m<sup>2</sup> floor area for ODV-Members

Euro 310,00 per m<sup>2</sup> floor area for Non-Members

All prices are net prices. VAT will also be charged at the rate applicable at the time when the service is performed as well as the contractual fee of 1% of the rent including VAT. Final calculation of the stand rental is based on the measurements by ODV. Every started m<sup>2</sup> will be fully invoiced, with the floor and wall area always being calculated as a right angle, not taking into account fixtures, small deviations or similar.

## 9. TERMS OF PAYMENT / CANCELLATION

The registration fee of Euro 70,00 plus statutory VAT is due at the time of registering with your Application Form.

The stand rental is due for payment as follows:

50 % of the total at the time of application  
50 % of the total after receipt of the invoice by  
February 27, 2026 at the latest.

Admission can be revoked and the place reallocated in the event of non-payment of the stand rental by the set deadline. On non-payment of the rental charges by the established deadlines, admission can be revoked and the stand assigned to someone else.

Furthermore, if the sums due are not paid by March 31, 2026 despite a reminder, legal action will be taken, in which case all expenses relating to the collection of these sums shall be borne by the delinquent exhibitor.

Payments should be remitted in full to ODV. In the event of late payment, ODV will charge 10% interest on arrears for all invoiced services for each month begun.

Bank connection: UniCredit Bank Austria AG  
IBAN: AT19 1200 0006 0851 9146  
BIC: BKAUATWW

Invoices for special services performed by ODV., MW and/or authorized companies and craft companies are pay-able directly on the day of invoice issue.

The following cancellation conditions apply if legally binding agreements for stand areas, rental stands and rental objects are cancelled:

For cancellations made

	penalty	basis
until 31.01.2026	50 %	of the total rental fee
until 28.02.2026	75 %	of the total rental fee
from 01.03.2026	100 %	of the total rental fee

Cancellations have to be made in writing. Invoices on account of cancellations are due within 7 days from the date of invoice on.

If the sums due are not paid despite a reminder, legal action will be taken, in which case all expenses relating to the collection of these sums shall be borne by the delinquent exhibitor.

In case the exhibition does not take place on account of the organisers fault all received payments except the registration fee will be refunded to the exhibitors. The organiser however is not responsible for any damages in case of force majeure.

#### 10. SALE OF GOODS / SAMPLES

Cash sale (over-the-counter-sale) of exhibition items or samples from the exhibition stand and public labelling of the exhibition goods with prices are not permitted.

#### 11. EXHIBITORS' PASSES

As an exhibitor, you will receive 3 passes for a stand up to a size of 9 m<sup>2</sup>, 2 passes in each case for every additional 9 m<sup>2</sup>. These passes are issued free of charge and are valid for the period from the 1st stand erection day to the last dismantling day. The passes with your companies name are issued at the office of the Exhibition Management at the MW.

#### 12. EXHIBITION CATALOGUE

Exhibitors are obliged to allow themselves to be listed in the alphabetical list of exhibitors. The mention of the company, a short description of the company, the company address and the booth number are free of charge. The registry will be organised online. The exhibitors will receive a separated information via E-Mail.

#### 13. GUARANTEE, DAMAGES, INSURANCES, TIME LIMITATION, OFFSET and RETENTION

##### Guarantee

The exhibitor must notify the facts as well as omissions or lapsing of assured characteristics at the office of the Exhibition Management. The exhibitor may optionally cancel the contract without notice or demand appropriate reduction of payment only if ODV. has not remedied the situation within a reasonable period or if remedy is not possible or refused.

##### Damages

Claims for damages by the exhibitor of all kinds and on whatever legal grounds shall be excluded, unless the damage was caused by gross negligence or intent on the part of ODV., its legal representatives or vicarious agents.

##### Insurance

All exhibitors have the opportunity of obtaining comprehensive insurance protection. Please notice pt. 28

##### Time Limitation

All contractual and pre contractual claims of the exhibitor against the organiser shall lapse after 1 month. The period of limitation commences on the work day following the end of the contract.

##### Offset and Retention

The right of offset and equivalent retention by the exhibitor shall be excluded, unless the exhibitor's claim is undisputed or legally established.

#### 14. STAND SET-UP

The set up of own stands may commence on May 05, 2026 at 08.00 a.m. Decoration of the stand may commence on May 06, 2026 at 12.00 a.m. The stands must be completely equipped by the stated deadline, May 08, 2026, 06.00 p.m., since general cleaning of the whole exhibition premises commences at this time.

Stands which are not occupied and erected at this time shall be at the disposal of ODV. The defaulting exhibitor shall not be entitled to make damage claims or claim a refund of the stand rental charge.

The exhibition management will hand over the ordered and confirmed stand if there is no open amount left. If only the exhibition area and the booth has been ordered and if nothing to the contrary has been agreed upon particular or a complementary agreement in writing, the exhibitor shall be

made available the stand without installations, furniture and furnishing, or any other technical supplies and facilities. In such a case, the exhibitor shall personally take care of the set-up and installation, the equipment, and the furnishing and fitting of the stand. The exhibitor shall be entitled to furnish his stand at his own discretion, taking into account the rules, regulations, and instructions issued by ODV. with regard to safety, and the general and aesthetic equipment and furnishing.

Superstructures of alleyways with stand constructions, lighting devices, decoration material such as banners, flags and similar is forbidden. In case of opposite exhibition area the alleyway may be covered with carpets directly fixed on the floor of the hall. Platforms, DOKA-panels or similar may not be used as subgrade. The usage of these alleyways will be charged with a rental fee of € 75,00 per sqm net plus 1% contractual fee.

The general overall instruction height in the halls is always 2,5 m. If the normal height of 2,5 m is exceeded, the approval by ODV. must be requested in writing by the exhibitor until February 27, 2026.

In case of non-compliance with the above mentioned rules, regulations, and instructions, ODV. shall be entitled to carry out any such improvements or modifications it may deem necessary at the exhibitor's expense, and may pass particular rules and regulations aimed at warranting a uniform structure of the exhibition. The exhibitor shall be forbidden to place the articles to be exhibited in a manner which ODV.'s opinion, affects or hinders neighbouring stands, e.g. as regards the visibility of the neighbouring stands.

Each stand will be numbered as it is agreed that the numbers shall be placed at an occasion and in a form designated by ODV. Without the consent of ODV., the exhibitor shall neither remove nor relocate such numbers.

ODV. shall not be liable for the safety or the design and construction of the stands as well as of the fittings and installations therein. Structural or other alterations of the stand equipment and furnishing as well as special operating measures requested by the authorities in the interest of the general public in course of the mandatory inspection by the authorities prior to the exhibition, shall be carried out by the exhibitors immediately and prior to the beginning of the exhibition, but under all circumstances prior to the next inspection by the authorities.

Safety equipment (fire extinguishers, fire alarms, etc.) and signs on safety equipment must not be blocked or hidden. The same applies correspondingly for distribution cabinets for electrical and telephone connections.

Construction of foundation and similar for machines and all kinds of constructional changes in the halls shall be permissible only after previous detailed consultation with ODV. and after their express written approval. The exhibitor shall be liable for himself and his agents in respect of damage to the halls and their equipment by nails, glue, paint, etc. Direct painting of the hall interior is not permitted. The costs for repair due to constructional changes or damage will be invoiced to the exhibitors directly. Repair work may be carried out only at the instigation of MW and by its contract companies.

Prior to the erection of the stands, all floors shall be fully covered with non-adhesive carpets in the area of the rented stands, the floor has to be protected against damages before the erection of the stand begins. During the erection and the dismantling and removal of the stands, particular protective measures shall be taken or particular care shall be exercised in the passageways and accesses of the exhibition premises in order to avoid damages on the floors. The floor carrying

capacity is 500 kg per m<sup>2</sup>. The transport weight of individual loads, equally divided on 4 wheels, shall not exceed 2.500 kg. If the exhibited articles exert a greater load on the floor, the exhibitor shall install a load distribution device, the type and size of which to be determined in agreement with ODV. If it is required in individual cases to retain the services of a structural engineer, costs of such engineer shall be born by the exhibitor. The hall regulations for the halls shall apply correspondingly to damage of the floor covering or other equipment on the open air side of the MW.

The set-up and installations shall be finalised by the deadline fixed for the set-up and installation and the packing material shall have been removed from the stand. If it appears to ODV. that the equipment and furnishing and/or the set-up and installation of the rented stand size will not be completed in due time prior to the deadline ODV. shall be entitled to take all measures it may deem necessary. Any and all costs arising shall be paid by the exhibitor, who shall not be entitled to any claim for reimbursement that may arise in consequence of such an intervention. If the materials, articles, and packing materials are stored, the exhibitor shall bear the risk therefore (see also point 22).

**15. COMMENCEMENT OF INSTALLATION WORKS, STAFFING**

The site assigned to the exhibitor by ODV. or by one of its contracting partners authorised shall be staffed accordingly at the beginning of the exhibition. During the duration of the exhibition as well as during the erection and the dismantling and removal of the stand, the exhibitor shall make sure, that either he himself or the person authorised by him is present at the site. In the event of violation of the above mentioned provisions, ODV. shall be entitled to use the site otherwise. Any damage or loss caused by the exhibitor's failure to staff the site shall be paid for by the exhibitor.

**16. STAND DESIGN and APPROVAL PROCEDURE**

Exhibitors shall be obligated to send scale drawings of their stands (if possible on the scale of 1:50 in metric units) and shall be submitted to ODV. in duplicate for examination, at the latest March 31, 2026. These drawings shall clearly indicate the envisaged layout, equipment and furnishing of the stand, including the inscription. If it is intended to install additional ceilings, of whatever kind, additional drawings and sectional views of such ceilings as well as the pertinent design explanations shall be enclosed in all cases. After examination, one copy of the stand drawings shall be returned to the exhibitor, hearing the "approved" endorsement by the ODV. and, if applicable, by the authorities, at the latest April 10, 2026. Only with this approval shall the stand drawings be deemed released for construction. Stand structures that have not been approved or do not comply with the "General Regulations and Technical Specifications" shall not be admitted and shall be removed or modified.

**17. GUIDELINES FOR STAND CONSTRUCTION**

All hall entrances and exits, also emergency exits, passage-ways and accesses, staircases, etc. shall always be kept free and clear from any obstacles to their full width and unlocked. The fire protection installations, such as hand fire extinguishers, fire-alarm systems, hydrants, and the like, shall be visible and accessible at any time.

Highly inflammable materials, such as jute, crepe paper, cardboard, corrugated board, natural fibre mats, and inflammable plastics, and the like, shall not be used in the erection, lining and outer or inner decoration of the stands. When using plastic materials and/or other inflammable things the "B1-Certificate" is requested to bring by.

The stands can be erected with exhibitor's own materials. The rear sides of the stands shall be designed and decorated

by the person to whose stand they belong, provided that the interests of the stand neighbours are not affected thereby. It shall not be permitted to drill, or put bolts or nails into walls, ceilings, floors, or columns of the building. Walls and columns must not be exposed to load by the stands or by the exhibits.

The installation of light intermediate ceilings, and the fixing of advertising materials, transparents, lighting elements, and the like, on the ceilings shall be possible in particularly designated areas of the exhibition premises after a written application has been made to ODV. and ODV. has given its written approval. However, the necessary holding devices shall be mounted on to the supporting structures by MW staff, with the costs incurred therein to be born by the exhibitor.

**18. DISMANTLING**

Special reference is made to observation of the dismantling deadlines. The removal of the articles exhibited and the dismantling and removal of the stands prior to the end of the event shall not be permitted. The exhibitor agrees to leave the rented site after dismantling and removal of the stand in such a state as it was made available to him by ODV. and MW.

Any damage, dirt, and litter determined by ODV. or MW shall be remedied and removed, respectively, by ODV. and the costs incurred therein shall be charged to the exhibitor.

If the stand is not removed in due time, ODV. shall be entitled, at the exhibitor's expense, to have any materials, articles, or packing materials of the exhibitor that have been left on the site, removed and stored, and to restore the stand site to such a state as it was in when it was handed over to the exhibitor. In the above mentioned case, ODV. shall be entitled to charge to the exhibitor all warehousing costs and any other costs and expenses. If the materials, articles, packing materials are stored the exhibitor shall bear the risk therefore.

Exhibition objects that have not been collected by the exhibitor 1 month after the end of the exhibition, shall become the property of MW after the expiry of this period, unless the exhibitor has reached an agreement with ODV. or MW in writing concerning the storage and warehousing of such material. The exhibitor cannot claim from ODV. or MW any cost refund for himself or for any third party if MW acquires title to these materials in the way described above.

**19. AWARDING OF CONTRACTS**

Particular requests by the exhibitor concerning the providing of electricity and telephone connections will be taken into consideration, at the exhibitor's expense and if the stipulations by the authorities and the technical equipment of the exhibition site so permit, if such requests are indicated in the application form.

The work for the installation for electricity, telephone and water connections, etc. shall be made only by companies approved by ODV. The exhibitor and the persons for whom he is liable shall not make any modifications or changes to pipes, wires, mains, or connections.

The invoices for the services rendered by ODV., MW and craft trade companies will be served directly. Prices are subject to change because of varying wage and price conditions.

**20. DELIVERY AND REMOVAL OF EXHIBITS**

The transport of articles to be exhibited and of stand construction material, if any, to and from the exhibition premises shall be effected by the exhibitor at his own expense. The transport to and from shall be made immediately before and after, respectively, the loading. No reimbursement shall be made to the exhibitor for waiting times.

The parking of the transport vehicles on MW premises shall be allowed in certain areas (Parking Area West) but only with written approval of MW. The exhibition halls can be approached directly. The eventual hoisting of the exhibits shall be made by means of the available freight elevators

The exhibitor and / or the haulers shall inform himself / themselves via ODV. in due time on the local conditions, the loading capacity, and the dimensions of the traffic ways, lifts and elevators, doors, etc. and shall adjust the size and weight of the exhibits accordingly.

In the event of particularly big or heavy articles (see point 14) to be exhibited, ODV. has to be contacted and an adjustment has to be accomplished on the spot.

In each case, ODV. or MW may request the production of a protective cover or of a load-distribution cover in the transport areas, without ODV. or MW being obliged to reimburse any costs incurred therein.

## 21. INSTALLATION OF ELECTRICITY

The exhibition hall is equipped with three-phase current 3 x 380/230 volts and alternating current of 230 volts, frequency 50 cycles, grounding provided. ODV. and MW shall not be liable for loss and damage arising in consequence of technical defects, malfunctions, or breakdowns. The supply lines from the existing connection points to the exhibition stands may be executed by contract companies of ODV. only. Self-installation work of this kind shall not be permitted under any circumstances.

The costs for the electrical connection with the existing connection points are not included and will be rendered after the exhibition. Electricity will be supplied only to operators and installations which comply with the regulation of the ÖVE (Austrian Association of Electrical Engineers) or equal international certificates.

The costs for the power consumption will be invoiced by ODV. Measurement must only be electricity meter, in special cases according the actually connected apparatuses. Access must always be granted to the official electricity engineer.

ODV. will not accept any liability if energy supply is interrupted owing to force majeure, technical faults or by demand of the Wiener Elektrizitätswerke (Viennese Public Utility Company). ODV. shall be entitled to immediately stop any supply of energy without compensation if the above provisions applicable to energy supply are not observed by an exhibitor. Every exhibitor must allow supply conduits for electricity, and telephone located within his stand location to be accessed by other exhibitors.

Laid lines which cross his stand location must not be removed. MW shall be responsible for correct and proper connections. The exhibitor shall comply with the provisions of MW, the Austrian Postal and Telecommunications Administration, as well as the power companies.

Violations of such provisions shall lead to an immediate cut-off, without the exhibitor being entitled to claim damages.

## 22. STORAGE OF EMPTY PACKAGING

The storage of empties in the stands is strictly prohibited. Empties may only be stored by contacting the forwarding agency. The estimated size of the area as well as the volume and the weight shall be indicated. Particularly big and heavy pieces shall be indicated separately. The storage of empties may only be made at the exhibitors risk.

It is explicitly pointed out that the storage of highly inflammable empties on MW premises shall be permitted only upon prior approval by MW.

DHL Global Forwarding GmbH  
DHL FREIGHT Trade Fairs & Events

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## 23. BRINGING-IN OF OBJECTS

If the exhibitor wishes to exhibit, use, demonstrate or store on the MW premises inflammable and/or potentially explosive, burning or glowing objects and/or any objects emitting radio-active or ionising radiation, or liquid gas bottles and/or pressurised gas bottles, he shall notify ODV. therefore in due time in advance. In any case, the putting on display, usage, demonstration, and storage of such objects shall be subject to approval by ODV. and, insofar as this may be required, by the competent authorities. The application must be submitted to ODV at the latest 31.03.2026.

We would like to draw your attention to the fact, that especially lasers are subjects to authorisation. For any kind of lasers which your company would like to demonstrate the technical certificate of TÜV is required. In addition to this certificate also a technical - as well as a medical experts' opinion, valid for the duration of the exhibition, is required.

The costs of the mentioned experts' opinion will be charged to the exhibitor. The effective costs depend on the certificate. The application for demonstrating lasers has to be sent to ODV. until 31.03.2026 at the latest. Lasers which are not approved are not allowed to put into operation. Otherwise a contract penalty is due.

In the event of the use of objects, the rules and regulations, provisions, and instructions of ODV., MW and of the authorities shall be complied with. This shall apply, in particular, to such rules and regulations, provisions, and instructions that were, or may be, issued for safety reasons.

ODV. shall not assume any liability whatsoever for objects of whatever kind (including, without being limited to, machinery, equipment, etc.) brought into the MW.

## 24. ADVERTISING

ODV. shall be entitled to remove non-approved advertising or constructions without liability for damage on exhibitor's costs.

## 25. NOISE PROTECTION

The noise-protection booth is compulsorily prescribed for demonstrations generating noise. In the event of contravention, the stand may be closed without any claim to compensation.

## 26. AKM APPROVAL

Approval of AKM, the Society for Musical Performance and Mechanical Reproduction Rights, must be obtained for music reproduction at the exhibition stand. The exhibitor is personally liable for the AKM approval.

If a penalty for contravention due to non-approved musical performance will occur, ODV. will invoice the defaulting exhibitor directly.

## 27. LIABILITY / DAMAGES

Liability

ODV. is not liable for damages resulting from burglary, robbery, malicious destruction, wilful or negligent damage to property and elemental events. ODV. is not liable for damage to persons or property which may arise during the set-up, the exhibition and the break-down.



## Damages

The exhibitor is liable for all damages caused by himself, his employees, those he appoints to carry out tasks, and his visitors, and will hold the Exhibition Management harmless and indemnified with regard to them. Damage will be charged directly to the exhibitor.

### 28. LIABILITY INSURANCE

Each exhibitor is liable for the damages, regardless of grounds, which he causes to the stands, the property of ODV. or MW, to the person or property of others, irrespective whether the damage was caused by him or by the persons employed in the performance of his obligations.

Exhibitors are requested to verify their insurance with regard to third party liability and, if necessary, to have the risks of exhibition participation included or to conclude a special third party insurance for participation at the exhibition. The organisation committee is entitled to demand proof of adequate third party insurance coverage.

### 29. CONTRAVENTIONS

ODV. has conceded a penalty for contravention against the "General Regulations and Technical Specifications". ODV. reserves the right to pass on the corresponding claim to the party responsible.

### 30. SUBSIDIARY AGREEMENTS TIME LIMITATIONS

Subsidiary agreements shall be legally binding only if they have been confirmed in writing by ODV. Claims of any kind to ODV. must be lodged by means of registered letter within 14 days after the end of the event. Later claims are hereby contractually excluded.

### 31. OTHER PROVISIONS

ODV. reserves the right to make any changes which prove to be necessary. Display, placarding and distribution of political information material etc. is forbidden. Similarly, no political statement must be made in stand design and decoration.

### 32. GENERAL GUIDELINES

The application for the exhibition must occur on the "Application Form", which must be filled out carefully and signed as legally binding. Such an application is a contract offer to ODV. By signing the registration form the registering party recognises the "General Regulations and Technical Specifications" as binding. He must be responsible for insuring that the persons employed by him at the event also observe the conditions and guidelines.

The organising committee decides on admission of the registering party and registered objects. The contract is concluded upon admission. Reservations or conditions stipulated in the application require written confirmation by ODV.

ODV. may exclude individual exhibitors or suppliers from participation for materially justified reasons, particularly if the available space is insufficient, and may restrict the event to certain exhibitor groups or supplier groups, if so required to achieve the purpose of the event.

ODV. shall also be entitled to restrict the registered exhibition objects and change the registered area.

The Exhibition Management, September 2025