



# InnoTrans 2024

24–27 SEPTEMBER  
BERLIN

## TRAFFIC GUIDE

It is essential that you forward this document to your stand construction and specialist personnel (available in 10 languages)!

Service Hotline Traffic: Tel.: +49 (0)30 3038 4888  
 Service Hotline Loading zone booking: Tel.: +49 (0)30 3038 4334  
 Service E-mail: traffic@messe-berlin.de  
 Loadingzonereservations: [www.innotrans.de/loadingzonereservations](http://www.innotrans.de/loadingzonereservations)  
 (bookable from 25.03.2024)

### Trade Fair Data

<b>Set-up</b>	<b>17 September 2024, 00:00 am</b> to <b>23 September 2024, 03:00 pm</b> (constructive stand set-up) <b>23 September 2024, 06:00 pm</b> (decorative stand set-up)
<b>Trade Fair Times</b>	<u><b>Exhibitors</b></u> <b>24 – 26 September 2024, daily 08:00 am – 07:00 pm</b> <b>27 September 2024, 08:00 am – 05:00 pm</b>
<b>Trade Fair Times</b>	<u><b>Trade visitors</b></u> <b>24 – 26 September 2024, daily 09:00 am – 06:00 pm</b> <b>27 September 2024, 09:00 am – 04:00 pm</b>
<b>Dismantling</b>	<b>27 September 2024, 06:00 pm – 2 Oktober 2024, 06:00 pm</b>

#### **ATTENTION NIGHT WORK:**

We allow you to enter the exhibition grounds 24 hours a day.  
The halls are open around the clock.



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## 1 EXPLANATIONS AND NOTES

### 1.1 Loading zone booking in set-up and dismantling (Event code: RQFXn)

#### ATTENTION!

During the entire event (including set-up and dismantling periods) access to the InnoTrans exhibition grounds for loading/unloading is only possible by booking a loading zone. To do this, you must register and log-in on our booking website in advance to reserve a paid time slot in a loading zone. We charge a 15 € / hour service fee per booked slot. It is not possible to enter the exhibition grounds without this registration. Further information can be found under item 2 of the Regulations for Loading/Unloading.

The booking portal will open on 25 March 2024: [www.innotrans.de/loadingzonerervations](http://www.innotrans.de/loadingzonerervations).

**Event code for registration: RQFXn**

Access for heavy goods transporters and large exhibit vehicles must be coordinated separately (see item 2.6).

### 1.2 Documents in set-up and dismantling

All vehicle occupants and all set-up/dismantling personnel must be in possession of a valid set-up/dismantling pass for access to the exhibition grounds. Set-up/dismantling passes can be ordered and downloaded in advance free of charge via the BECO Webshop: [www.innotrans.de/webshop](http://www.innotrans.de/webshop). It is not possible to book passes on site because all passes are personalised.

### 1.3 Forwarding agent services

#### Contract forwarding agents Messe Berlin

**Schenker Deutschland AG**

Tel.: +49 30 301 2995 420

Fax: +49 30 301 2995 429

E-mail: [fairs.berlin@dbschenker.com](mailto:fairs.berlin@dbschenker.com)

According to the Technical Guidelines of Messe Berlin, the use of cranes and fork lifts is reserved for the contract forwarding agents / contract partners of Messe Berlin. Exceptions must be agreed with Messe Berlin and are subject to approval and fees. Where applicable, the external devices approved must be provided with clear signs / markings during their use on the exhibition grounds (with event and local contact data).

Excerpt from the Technical Guidelines of Messe Berlin GmbH:

On the exhibition grounds, the contract forwarding agents of Messe Berlin exercise the exclusive forwarding rights thus, taking exhibits, stand structures, etc. in the stand, including the provision of any auxiliary equipment as well as customs clearances for temporary or definitive import. The General German Freight Forwarding Terms and Conditions (ADSp) in the latest version and the "Official Trade Fair Forwarding Rate – Messe Berlin GmbH" apply for orders awarded to the forwarding agents.

## 1.4 Driving ban on Sundays

On Sundays and national bank holidays in Germany, there is a general ban on driving on Sundays and national bank holidays for heavy goods vehicles in the time from 00:00 am and 10:00 pm (§30 section 3 of the StVO (German Road Traffic Regulations)).

The ban on driving applies to:

- Lorries with a total permissible weight more than 7.5 t
- Lorries with trailers regardless of total weight
- Passenger vehicles, that are registered as commercial vehicles for tax reasons

### Exemptions

Exemptions can be issued in urgent cases. The road traffic authorities where the load is being picked up or the road traffic authorities where the applicant has their place of residence, office or a branch are responsible for the exemption.

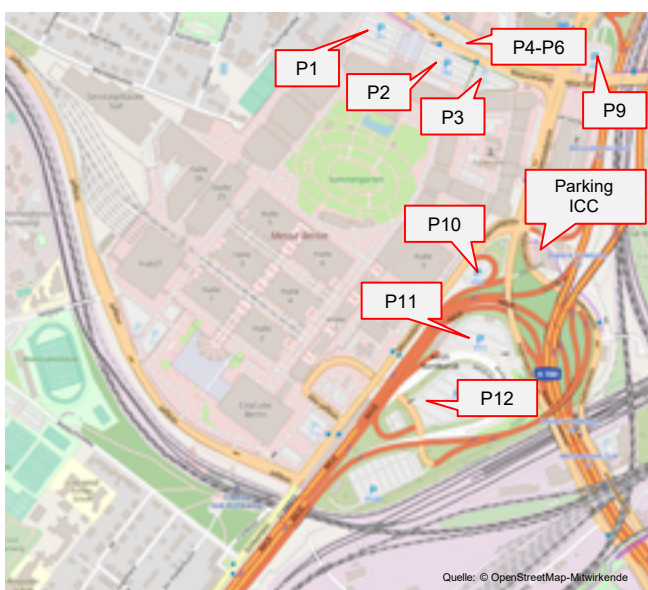
Companies with foreign main office must apply for the approval in the Federal State where they cross the border, and generally at the local State Office for Traffic (there are different specific designations); the regional administration is responsible in North Rhine-Westphalia.



## 1.5 Parking spaces

Designation	Location	GPS coordinates
P1 and P2	Hammarskjöldplatz	52.506855, 13.275453
P4 – P6	Masurenallee	52.507510, 13.276191
P9	Neue Kantstr. / Messedamm	52.506871, 13.281311
P10	Messedamm opposite Hall 9	52.502773, 13.277501
P11	AVUS-Rasthof (Service area)	52.501557, 13.277868
P12	Parking spaces only for HGVs / HGVs with trailers	52.500470, 13.277282
Parkhaus ICC	ICC Berlin (height restriction of 1.8 m)	52.502776, 13.279937
PO1	Olympische Str. (incl. shuttle to the South and North entrance)	52.515938, 13.251704
PO3	Olympischer Platz (incl. shuttle to the South and North entrance)	52.515711, 13.247981

### Parking spaces Exhibition grounds



### Parking spaces Olympischer Platz



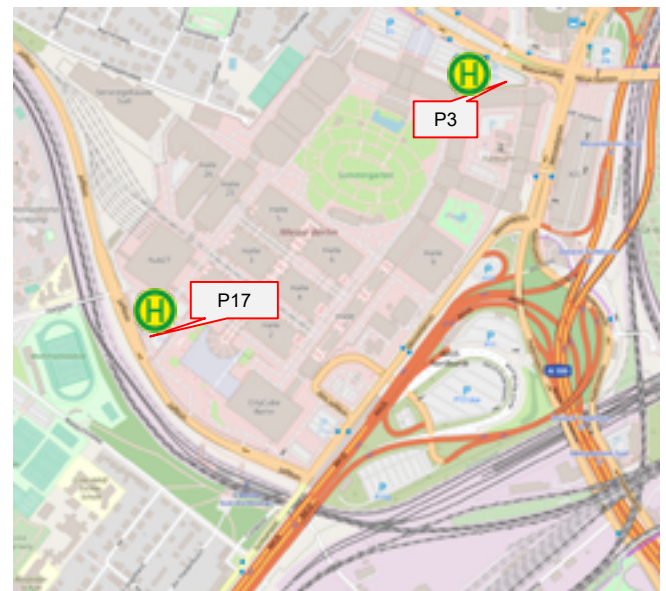
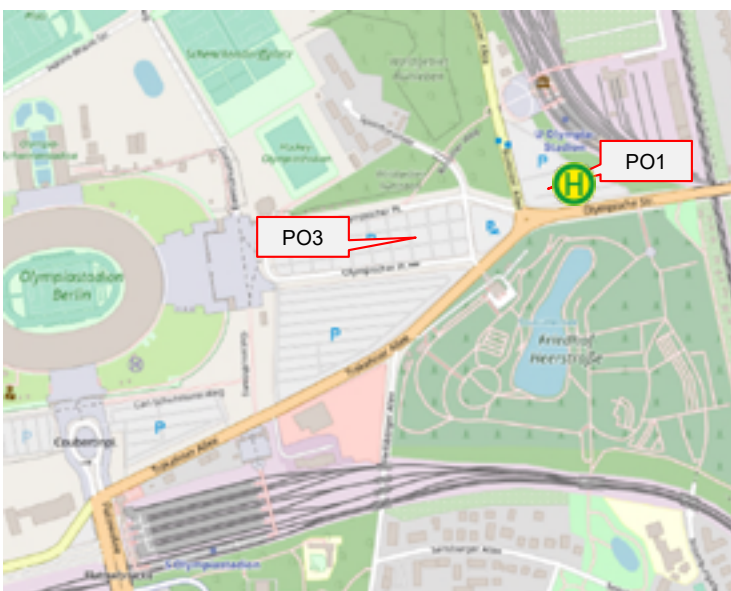
### 1.6 Drop-off points with tool lockers and shuttle

Drop-off points for loading and unloading tools and small materials are available at P3 and P17 during set-up and dismantling. Free transport directly to the exhibition halls is offered to a limited extent (golf cart shuttle with driver; small loading area (dimensions approx. 112 cm (L) x 120 cm (W), 07:00 - 19:00). Single drivers have the option of locking their tools etc. at the drop-off points for the duration of vehicle parking. Vehicles can be parked in car parks PO1 and PO3 after loading or unloading at the drop-off point (see also point 1.5). There will be a free shuttle service from car park PO1 (Olympische Str.) to the drop-off points P3 and P17.

Designation	Location	GPS coordinates
P3	Hamarskjöldplatz / Masurenallee (Drop-off Point Tools)	52.506611, 13.278071
P17	hub27 (Drop-off Point Tools)	52.502274, 13.266335



### Bus shuttle from car park PO1 to the Drop-off Points P3 and P17



#### Shuttle times

#### 17 – 23 September 2024

daily 00:00 am – midnight

09:00 pm – 07:00 am, approx. every 30 min

07:00 am – 09:00 pm, approx. every 20 min

on September 23, 2024, the shuttle service will end at 09:00 pm

#### 27 September – 2 October 2024

daily 00:00 am – midnight

09:00 pm – 07:00 am, approx. every 30 min

07:00 am – 09:00 pm, approx. every 20 min

on September 27, 2024, the shuttle service will start at 04:00 pm

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## 1.7 Position of the LogPoints (SUBJECT TO CHANGE)

### LogPoint Messe for vehicles with a total length of up to 12 m

Please register at the LogPoint Trade Fair **30 minutes** before your booked unloading time.

Address  
Parkplatz P13a  
Halenseestraße 31  
10711 Berlin, Germany

GPS coordinates  
52.499068, 13.275933

#### Opening times:

##### Set-up

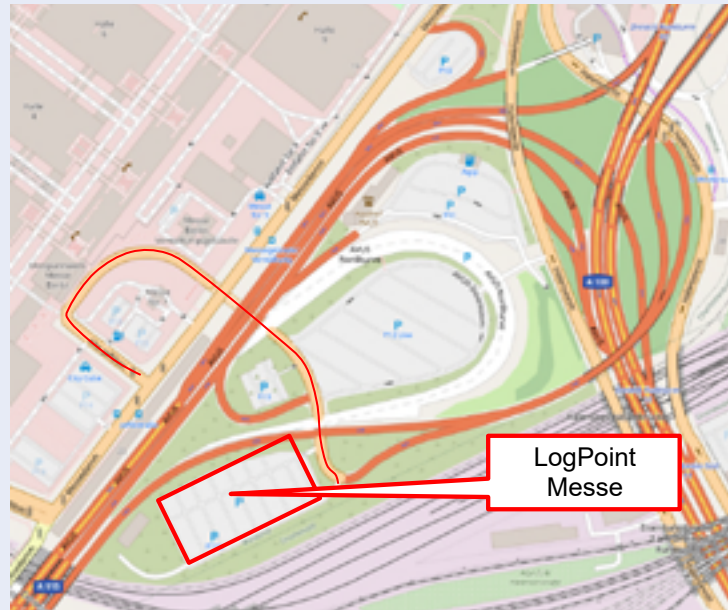
##### Registration

16 Sep. 2024 from 10:00 pm to  
23 Sep. 2024, 1:00 pm possible

##### Set-up

##### Registration

27 Sep. 2024, from 12:00 pm  
all hours possible unit 2 Oct.  
2024, 2:00 pm



### LogPoint Selchow for vehicles with a total length of more than 12 m

Please register at the LogPoint Selchow **2 hours** before your booked unloading time (toilet/drinks/snacks).

Address  
LogPoint Selchow  
Messestraße 1  
12529 Schönefeld

GPS coordinates  
52.352082, 13.469286

#### Opening times:

##### Set-up

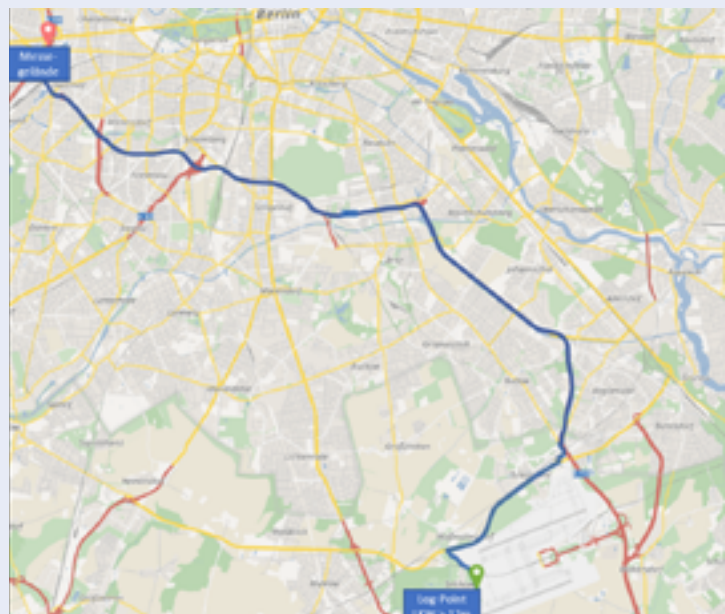
##### Registration

16 Sep. 2024 from 10:00 pm to  
23 Sep. 2024, 1:00 pm possible

##### Set-up

##### Registration

27 Sep. 2024, from 12:00 pm  
all hours possible unit 2 Oct.  
2024, 2:00 pm



### 1.8 Traffic regulations on the exhibition grounds

 <p><b>Traffic regulations</b></p>	<p>On the entire exhibition grounds as well as on the parking spaces, the stipulations of the German Road Traffic Regulations (StVO) apply accordingly. The prescribed maximum speed on the exhibition grounds is 20 km/h.</p> <p> Company premises: Railway vehicles take precedence</p>
 <p><b>No-parking zones</b></p>	<p>There is an absolute stopping restriction outside the designated parking areas. The marked traffic lanes and routes designated for fire department and rescue access (external gates, hall gates, emergency exits, etc.) should be kept free at all times.</p>
 <p><b>Vehicle parking</b></p>	<p>Messe Berlin reserves the right to remove vehicles, trailers as well as full or empty containers of any kind that are parked illegally or in stopping restriction zones without prior notification and at the cost and risk of the person responsible for parking / stopping. No surveillance or safeguarding of vehicles is provided.</p> <p>Vehicles used for set-up must generally not be parked in the exhibition grounds during the exhibition. Please only use the designated parking spaces (outside the exhibition grounds).</p> <p>Driving on the exhibition grounds with vehicles is permitted only for loading and unloading purposes. Parking in and around the halls is prohibited. Caravans and mobile homes may not be brought onto the exhibition grounds for accommodation purposes.</p>
<p><b>General notes</b></p>	<p>Driving any type of vehicles on the exhibition grounds is carried out at your own risk, and you must have a valid permit, access approval, or parking ticket.</p> <p>The technical guidelines as well as house rules of Messe Berlin GmbH apply in the most recent version.</p> <p>Instructions by security personnel deployed by Messe Berlin for controlling and directing traffic must be followed.</p>
 <p><b>Forwarding law</b></p>	<p>The operation of your own forklifts and cranes is not permitted on the exhibition grounds of Messe Berlin without the respective approval and acceptance by the contract forwarding agents subject to charge. Our forwarding agents bound by contract are the exclusive logistics service providers within the exhibition grounds. This particularly applies to transporting of exhibits and loading / unloading of HGVs.</p>
<p><b>Errors and omissions excepted</b></p>	<p>All information is provided without guarantee. Messe Berlin reserves the right to make changes in traffic management at short notice in response to external circumstances.</p>
<p><b>Parcel delivery services</b></p>	<p>Official parcel services (DHL, FedEx, UPS, Transoflex, etc.) using appropriately branded vehicles to make deliveries are permitted to enter the grounds without booking time slots.</p>





## 2 REGULATIONS FOR DELIVERY / COLLECTION

### 2.1 Legend for the entrance conditions



<b>L</b>	<b>Loading zone booking required</b>	<p>The entrance to the exhibition grounds is possible exclusively with the registration and booking of a loading zone.</p> <p>The booking of a binding time window takes place from the 25 March 2024 at: <a href="http://www.innotrans.de/loadingzonerereservations">www.innotrans.de/loadingzonerereservations</a></p> <p>The time slot booking have to be placed in a visible position during the whole stay at the fairground.</p> <p>We charge 15 € / hour per booked time slot as a service fee.</p> <p>On successful booking, you will be provided with a reservation slip.</p> <p><b>With this slip, vehicles up to 12 m total length must be registered at the respective LogPoint (see point 1.7) 30 minutes before the start of the time window and vehicles more than 12 m, at least 2 hours.</b></p> <p>The time window becomes invalid if the vehicle does not reach the LogPoint in time, or if the wrong vehicle class has been specified. At the LogPoint, when specifying the marking, the drivers are issued the loading zone slip that authorises entry to the exhibition grounds.</p>	
		<p>If you should have any questions <u>about general traffic topics</u>  <b>Hotline: +49 030 3038 4888</b>  <b>E-mail: <a href="mailto:traffic@messe-berlin.de">traffic@messe-berlin.de</a></b></p>	<p>If you should have any questions <u>for registration / booking</u>  <b>Hotline: +49 030 3038 4334</b>  <b>E-mail: <a href="mailto:traffic-visifair@messe-berlin.de">traffic-visifair@messe-berlin.de</a></b></p>
<b>X</b>	<b>No entrance</b>	<p>Access to the exhibition grounds is not possible.</p> <p>Please use the surrounding car parks as well as the shuttle service.</p> <p>You can find information under point 1.5 or 1.6.</p>	
<b>A</b>	<b>Co-ordination required</b>	<p>The delivery / collection of oversize or heavy-goods transports subject to approval as well as vehicles for the Bus Display and track display area must be agreed until 5 September 2024 .</p> <p style="text-align: center;"><u>Contact</u>  Messe Berlin GmbH  <a href="mailto:traffic@messe-berlin.de">traffic@messe-berlin.de</a></p> <p style="text-align: center;">Getting here: Messe Berlin Parkplatz P17, Jafféstr. 2 in 14055 Berlin</p>	
		<p style="text-align: center;"><b>Bus Display</b>  Delivery 16 – 23 September 2024  Collection 28 Sep. – 2 Oct. 2024</p>	<p style="text-align: center;"><b>Outdoor and Track Display</b>  Delivery 16 – 18 September 2024  Collection 1 – 2 October 2024</p>

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## 2.2 Passenger vehicles up to 6 m total length



		Access options for vehicles up to 6 m total length Maximum length of stay with loading zone booking = 45 minutes	
Set-up	17 – 22 Sep. 2024	Access only via <b>loading zone booking*</b> daily 00:00 am – midnight	L
	23 Sep. 2024	Access only via <b>loading zone booking*</b> 00:00 am – 03:00 pm	
Trade Fair Times	24 – 26 Sep. 2024	Access only via <b>loading zone booking*</b> daily 08:00 am – 07:00 pm	
	27 Sep. 2024	Access only via <b>loading zone booking*</b> daily 08:00 am – 02:00 pm	
		No entrance 04:00 pm – 08:00 pm	X
Dismantling	28. Sep. – 1 Oct. 2024	Access only via <b>loading zone booking*</b> daily 00:00 am – midnight	L
	2 Oct. 2024	Access only via <b>loading zone booking*</b> 00:00 am – 06:00 pm	
	Information on the parking options are described under point 1.5.		
*	The respective procedure is described under point 2.1.		
	Please also observe the traffic regulations under point 1.8.		
	All occupants of the vehicles require a valid ticket.		

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## 2.3 Transporters up to 6 m total length

		Access options for vehicles up to 6 m total length Maximum length of stay with loading zone booking = 1.5 hours	
Set-up	17 – 22 Sep. 2024	Access only via <b>loading zone booking*</b> daily 00:00 am – midnight	L
	23 Sep. 2024	Access only via <b>loading zone booking*</b> 00:00 am – 03:00 pm	
Trade Fair Times	24 – 26 Sep. 2024	Access only via <b>loading zone booking*</b> daily 08:00 am – 07:00 pm	
	27 Sep. 2024	Access only via <b>loading zone booking*</b> daily 08:00 am – 02:00 pm	
		No entrance 04:00 pm – 08:00 pm	X
		<b>Dismantling</b> Access only via <b>loading zone booking*</b> 08:00 pm – midnight	L
Dismantling	28. Sep. – 1 Oct. 2024	Access only via <b>loading zone booking*</b> daily 00:00 am – midnight	
	2 Oct. 2024	Access only via <b>loading zone booking*</b> 00:00 am – 06:00 pm	
	Information on the parking options are described under point 1.5.		
*	The respective procedure is described under point 2.1.		
	Please also observe the traffic regulations under point 1.8.		
	All occupants of the vehicles require a valid ticket.		

### 2.4 Vehicles more than 6 m and up to 12 m total length



		Access options for vehicles with more than 6 m and up to 12 m total length Maximum length of stay with loading zone booking = 1.5 hours	
Set-up	17 – 22 Sep. 2024	Access only via <b>loading zone booking*</b> daily 00:00 am – midnight	L
	23 Sep. 2024	Access only via <b>loading zone booking*</b> 00:00 am – 03:00 pm	
Trade Fair Times	24 – 26 Sep. 2024	Access only via <b>loading zone booking*</b> daily 08:00 am – 07:00 pm	
	27 Sep. 2024	Access only via <b>loading zone booking*</b> daily 08:00 am – 02:00 pm	
		No entrance 04:00 pm – 08:00 pm	X
Dismantling	28. Sep. – 1 Oct. 2024	Access only via <b>loading zone booking*</b> daily 00:00 am – midnight	L
	2 Oct. 2024	Access only via <b>loading zone booking*</b> 00:00 am – 06:00 pm	
	Information on the parking options are described under point 1.5.		
*	The respective procedure is described under point 2.1.		
	Please also observe the traffic regulations under point 1.8.		
	All occupants of the vehicles require a valid ticket.		

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## 2.5 Vehicles more than 12 m total length



		<p>Access options for vehicles with more than 12 m total length</p> <p>Maximum length of stay with loading zone booking: = 1.5 hours</p>	
Set-up	17 – 22 Sep. 2024	Access only via <b>loading zone booking*</b> daily 00:00 am – midnight	L
	23 Sep. 2024	No entrance	X
Trade Fair Times	24 – 26 Sep. 2024		
	27 Sep. 2024	No entrance 00:00 am – midnight	
Disman- tling	28. Sep. – 1 Oct. 2024	Access only via <b>loading zone booking*</b> daily 00:00 am – midnight	L
	2 Oct. 2024	Access only via <b>loading zone booking*</b> 00:00 am – 06:00 pm	
	Information on the parking options are described under point 1.5.		
*	The respective procedure is described under point 2.1.		
	Please also observe the traffic regulations under point 1.8.		
	All occupants of the vehicles require a valid ticket.		

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## 2.6 Heavy-goods transports and exhibits for the Bus Display and track display area

		Access options for heavy-goods transports and exhibits (larger exhibition vehicles) for the Bus Display and track display area	
Set-up	17 – 18 Sep. 2024	Access only after agreement*	A
	19 – 23 Sep. 2024	Delivery of the Bus Display Access only after agreement*	
		Delivery on track display area No entrance	
Trade Fair Times	24 – 27 Sep. 2024	No entrance	X
Dismantling	28 Sep. – 2 Oct. 2024	Access only after agreement*	A
	Information on the parking options are described under point 1.5.		
*	The respective procedure is described under point 2.1.		
	Please also observe the traffic regulations under point 1.8		
	All occupants of the vehicles require a valid ticket.		
	Please note the crane law on the exhibition grounds, as described under point 1.3		