

Conditions of Participation in the Passive House Exhibition 2026 in Essen, Germany

1. Location of the Exhibition

Haus der Technik - hdt Congress Center Essen, Hollestr. 1, 45127 Essen, Germany (in the following referred to as „hdt“)

2. Exhibition Timetable

Friday, 24 April 2026: approx. 9.00 am until the end

Saturday, 25 April 2026: approx. 9.00 am until 7 pm

As the conference participants will be in the lecture halls during the conference sessions, the catering/exhibition area will mostly attract people during the (lunch) breaks as well as during the evening event on Friday.

Please be aware that the times indicated above are preliminary and that the organiser may change the schedule until the programme of the 28th International Passive House Conference is finalised.

3. Organiser

Passivhaus Institut GmbH, Rheinstr. 44-46, D-64283 Darmstadt, Germany

4. Registration

4.1. Registration is possible exclusively via the online registration form on the [conference website](#).

4.2. The submission of the registration form does not constitute an entitlement to admission to the exhibition.

4.3. By registering, the exhibitor accepts the terms of the agreement as set out in these conditions of participation. The exhibitor is liable for any violation of these conditions due to intent or negligence (gross or slight). The exhibitor is liable for ensuring that all workers and assistants employed at the exhibition are aware of these conditions and that these will be adhered to.

5. Admission / Allocation

5.1. The exhibitor will receive confirmation of the admission in writing. The contract between the organisers and the exhibitor is concluded with this admission.

5.2. All companies, institutions etc. whose products are factually and thematically relevant for the exhibition may be admitted. Participation with joint booths is permitted; however, the organiser must be informed of this in writing by all participants concerned. Furthermore, the organiser must give their formal consent to this.

6. Services for Exhibitors

In addition to the booth space, admission also includes the following services:

- Conference participation on Friday 24 April 2026 and Saturday 25 April 2026 including all plenary and

lecture sessions*

- Catering for both exhibition days*
- Access to the evening event / exhibition party on Friday 24 April 2026*
- The exhibitor's company logo on the trade exhibition website
- The contact details of the exhibitor in the programme booklet of the 28th International Passive House Conference

**Applies to 1 booth supervisor (booth category "Mini"), 2 booth supervisors (booth category "Basic") or 3 booth supervisors (booth category "Plus")*

7. Co-exhibitors

- 7.1. A co-exhibitor is a company that intends to exhibit its products under its own name at the booth rented by the main exhibitor.
- 7.2. Co-exhibitors must register online independently of the main exhibitor. Admitting a co-exhibitor without the permission of the organisers entitles the organisers to terminate the contract with the exhibitor without notice and claim compensation.
- 7.3. If exhibitors intend to rent an exhibition space together, they must appoint a joint exhibition representative who shall be the authorised contact person.
- 7.4. A compulsory fee of 30% of the price of the rented booth area plus 19% VAT will be charged for each admitted co-exhibitor.

The flat rate includes the following services:

- Conference participation for one person on Friday 24 April and Saturday 25 April 2026
- Catering for both exhibition days for one person
- Access to the evening event / exhibition party on Friday 24 April 2026 for one person
- The co-exhibitor's company logo on the exhibition website
- The co-exhibitor's contact details in the exhibitor section of the conference programme booklet

The main exhibitor shall be liable for any financial and other obligations of the co-exhibitors resulting from the terms of the contract.

8. Allocation of the Booth Space

If necessary, the organiser reserves the right to change the size, shape and location of the allocated booth space. The organiser shall inform the exhibitor about the need for such measures without delay; an equivalent alternative will be offered where possible. The exhibitor is entitled to withdraw their registration within one week of receipt of this notice regarding the change of location. Claims for compensation are mutually excluded.

9. Booth Setup

Booth setup will take place on **Thursday 23 April 2026, following a specific timetable**. Exhibitors will get more detailed information concerning this prior to the exhibition. Booth setup **must be completed by 10 pm** at the latest and all packaging material must have been removed by then.

10. Staffing / Equipping of Booths

The exhibition space must be equipped and staffed for the entire duration of the exhibition during the fixed opening hours.

- a. All booths must be self-supporting. Attachments to walls, columns and floors are prohibited. Columns, pillars, wall projections etc. within the exhibition booths are part of the allocated area. The exhibitor is liable for damages in the event of infringement.

- b. The attachment of advertising material, signs, decorations, etc., both inside and outside the building of the hdt is prohibited. In case of non-compliance, the restoration costs must be charged to the exhibitor.
- c. Carpeting may only be carried out in such a way that no residues or damages occur on the floor of the exhibition area.
- d. Generally, the booth constructions must not be higher than 2.5 metres – and on the booth spaces 17 – 33 they must not exceed 2 metres. The dimensions of the small goods lift must also be observed: Door entrance/exit: 0.90m (width) x 1.98m (height); interior cabin dimensions: 1.02m (width) x 1.53m (depth) x 2m (height); maximum load: 825kg. If the booth construction exceeds these sizes and the exhibitor is therefore unable to construct their booth, the Passivhaus Institut GmbH is not liable.
- e. The organisers reserve the right to request changes to the inadequate construction of a booth or the removal of unsuitable exhibits that prove to be annoying or harmful to visitors or neighbouring exhibitors.
- f. Fire detectors, hydrants, emergency lightings, electrical distributors, switchboards, telephone exchangers etc. must remain freely accessible and must not be blocked or covered during the event/exhibition as well as during booth setup and booth dismantling. The use of open fire or light, e.g. alcohol, fuel oil, gas etc. is prohibited. Furthermore, smoking is prohibited overall on the premises of the hdt.
- g. Carpeting/rugs, covered cable channels etc. must be placed in such a way that no one can trip over them and that they do not block walking and escape routes. Moreover, inflammable materials must not be stored in secured areas (stairs, corridors, etc.). All escape routes, corridors and emergency exits must be accessible in their full width at all times.
- h. All materials used for booth construction and decoration must be flame retardant. The organisers can insist that the exhibitor submits the corresponding certificates regarding the flammability of objects (B1 according to DIN 4102).
- i. The exhibitor must remove flammable packaging materials and waste immediately.
- j. During the setup and dismantling of the booth as well as during the event itself, exhibitors must comply with all police and other official regulations.
- k. Waste disposal: In general, reusable materials should be used for the construction and operation of the booth. It is not permitted to leave brochure materials or similar at the premises of the hdt. Otherwise the exhibitor responsible will be charged for the disposal.

11. Dismantling / Clearing of the Exhibition Space

Partial or full dismantling of the booths is **not permitted before 7 pm** on Saturday 25 April 2026. The exhibition space **must be cleared by 10 pm on Saturday 25 April 2026**. Exhibitors who fail to comply will incur a general penalty of € 2,000 subject to proof of increased costs.

12. Sales Regulations

The sale of goods at the booth (over-the-counter sale) is only permitted for offers that have been registered and confirmed by the organiser under the relevant provisions. **The organiser has the exclusive right to provide catering.** Furthermore, it is not permitted to distribute flyers outside the rented booth space on the premises of the hdt, except when the organiser and the hdt explicitly consent to this.

13. Insurance and Liability

The insurance of all exhibited items is the responsibility of the exhibitor. The organiser accepts no responsibility for the exhibited goods. The exhibitor shall be liable for any damage incurred to the exhibition building, its

access roads and facilities by the exhibitor or their representatives, without any proof of fault on the part of the organiser. The exhibitor is also liable for payment claims against the hdt and its partners resulting from the exhibitor's orders (e.g. electrical installations, booths, furniture, etc.) and commits to keeping the Passivhaus Institut GmbH free from any claims. The Passivhaus Institut GmbH also reserves the right to refuse the use of the booth space in the event of the exhibitor's default in / late payment to the hdt and its partners.

14. Fee for the Exhibition Space

Full payment of the rental fee for the exhibition space and the co-exhibitor's fee in advance is a prerequisite for admission to the exhibition space.

15. Defects Liability

Any complaints about deficiencies regarding the rented space must be made to the organiser in writing immediately after occupation of the space and before the beginning of the exhibition at the latest so that the organiser can remedy any defects for which the organiser is responsible. Complaints that are made later will not be considered and will not result in any claims against the organiser.

16. Withdrawal

- 16.1. As a rule, withdrawal is not possible after successful admission.
- 16.2. If an exhibitor fails to participate, the full rental fee is due, unless the organiser is able to reallocate the exhibition space. In that case, the exhibitor shall pay only 25% of the rental fee but not less than € 400.00 plus 19 % VAT in order to compensate for administrative expenses.
- 16.3. If the exhibitor cannot participate due to circumstances for which neither they nor the organiser is responsible (force majeure), the participation fee will be reduced by half.

17. Reservations

- 17.1. The organiser is entitled to cancel, reschedule to a different time or location, change the length of the exhibition, or change/restrict the size of the rented space due to space reasons, police directions or other important reasons. The rescheduling or any other changes shall constitute a part of the rental agreement as soon as the exhibitor has received a notification.
- 17.2. If the exhibition cannot take place due to circumstances beyond the control of the organiser or force majeure, the organiser is entitled to demand an amount of up to 25 % of the pro rata participation fee from the exhibitor. If the exhibitor has ordered additional services for which payment is due, the exhibitor may also be charged for these.
- 17.3. If the organiser is responsible for the cancellation of the exhibition, the exhibitor shall not owe any amount.
- 17.4. If the organiser is forced to break off an event that has already begun due to force majeure or reasons beyond the control of the organiser, the exhibitor shall have no right to claim remission or a refund of the participation fee in full or in part.

17. Domiciliary Right

The domiciliary right of the organiser shall apply on the premises to all persons involved during the event and its setup and dismantling. Staff instructions from both the organiser and the hdt must be followed at all times. Non-compliance with the conditions of participation shall entitle the organiser to close the booth at the expense of the exhibitor without any compensation if violation of these conditions continues even after a request for compliance.

18. Invalidity of Individual Provisions

If any of the provisions of these conditions of participation, should become invalid, the validity of the remaining provisions shall not be affected by this. Invalid provisions shall be replaced by a valid provision that comes as close as possible to the intended meaning and purpose of the invalid provision.

19. Place of Jurisdiction

The place of jurisdiction is Darmstadt, Germany.