

Check list for your attendance at Summit—Fairgrounds

✓ Description	Publication date/deadline	How/where I receive my information	Contact
Stand Confirmation and Invoices			
Stand confirmation, registration by December 20, 2024	From mid-November to the end of February	via e-mail from VDA planers	Marius.Heil@vda.de Lars.Schmidt@vda.de
1. invoice 50% of the stand rent via VDA	From December 2024	via e-mail from mobility@iaa.de with 30 days payment term	mobility@iaa.de
Stand confirmation, registration after December 20, 2024	From January 2025	via e-mail from VDA planers	Marius.Heil@vda.de Lars.Schmidt@vda.de
2. invoice 100% of the stand rent via VDA	From March 2025	via e-mail from mobility@iaa.de with 30 days payment term	mobility@iaa.de
Invoice of advanced payment for services <i>Calculation of mandatory costs via Messe München GmbH</i>	From May 2025	via e-mail from Messe München GmbH	fangyuan.hong@messe-muenchen.de
Exhibitor Service, Exhibitor Shop, Exhibitor Directory			
Co-exhibitor application for non joint stands	Free of charge until receipt of stand confirmation	Please find more information here	mobility@iaa.de
Co-exhibitor application for joint stands	Free of charge for entire period	Please find more information here	mobility@iaa.de
Log in Data Exhibitor Directory <i>Managing your exhibitor and product profile</i>	From mid-April 2025	via e-mail media partner	
Log in Data Exhibitor Shop <i>Electricity, water, internet, stand cleaning, suspensions, parking permits, catering, etc.</i>	From mid-April 2025	via e-mail Exhibitor Shop Messe München	shop@iaa.de
Registration exhibitor passes, guest and employee tickets, as well as set-up and dismantling passes	From mid-April 2025	via e-mail Exhibitor Shop Messe München	shop@iaa.de
Stand packages PURE & EASY <i>All-inclusive packages including stand construction, furniture and technical equipment as well as tickets and passes for a successful IAA appearance</i>	Until July 14, 2025	Please find more information here	beate.silwedel@messe-muenchen.de
Startup packages <i>Special packages including stand construction, furniture and technical equipment as well as tickets and passes for selected start-ups</i>	Until July 14, 2025	Please find more information here	beate.silwedel@messe-muenchen.de
Stand packages Smart Infrastructure <i>All-inclusive packages including stand construction, furniture and technical equipment as well as tickets and passes for companies in the Smart Infrastructure/Smart City segment</i>	Until July 31, 2025	Please find more information here	simon.bellin@messe-muenchen.de

- Beginning of construction period: August 30, 2025 - from 00:00 h - daily 24 h
- End of construction period: September 7, 2025 - until 18:00 h
- Presence on press day (all exhibitors): September 8, 2025 - 08:00-18:00 h

- Beginning of dismantling period: September 12, 2025 - from 18:00 h - daily 24 h
- End of dismantling period: September 18, 2025 - until 18:00 h
- Please find more information [here](#)

Help, support & information:
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Submission Stand Construction Plan for Approval <i>Please note the Organizational & Technical Guidelines</i>	Until June 20, 2025	via e-mail from VDA planners	Marius.Heil@vda.de Lars.Schmidt@vda.de
Technical orders <i>Please note the Organizational & Technical Guidelines</i>	Until July 11, 2025; Large suspended loads (> 5 kg/m ² stand area) are only possible on request and must be submitted in advance	via e-mail Exhibitor Shop Messe München	tas.iaa@messe-muenchen.de
Late payment surcharge for technical orders	For orders submitted after the closing date orders may be subject to late surcharges for some trades arise	via e-mail Exhibitor Shop Messe München	tas.iaa@messe-muenchen.de
Participation & Presentation			
IAA Conference <i>Be part of the mobility of the future and present your expert knowledge to a global audience of professionals</i>	From July 1, 2024	Please find more information here	Klaus.Vartzbed@vda.de lea.huemmler@messe-muenchen.de johanna.hauk@messe-muenchen.de isabella.bayer@messe-muenchen.de
IAA Experience <i>Bring the future of mobility to life</i>	From July 1, 2024 Application deadline December 31, 2024	Please find more information here	Simon.Schoenberg@vda.de helge.brekau@messe-muenchen.de martina.haniskova@messe-muenchen.de
Others			
Sponsoring and Advertising	From July 1, 2024	Please find more information here	oliver.schaedel@messe-muenchen.de
Media entry	From mid-April 2025	via e-mail media partner	

- Beginning of construction period: August 30, 2025 - from 00:00 h - daily 24 h
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Check list for your attendance at Open Space—Munich city center

✓ Description	Publication date/deadline	How/where I receive my information	Contact
Stand Confirmation and Invoices			
Stand confirmation, registration by December 20, 2024	From mid-November to the end of February	via e-mail from VDA planners	Kathrin.Erdmann@vda.de
1. invoice 50% of the stand rent via VDA	From December 2024	via e-mail from mobility@iaa.de with 30 days payment term	mobility@iaa.de
Stand confirmation, registration after December 20, 2024	From January 2025	via e-mail from VDA planners	Kathrin.Erdmann@vda.de
2. invoice 100% of the stand rent via VDA	From March 2025	via e-mail from mobility@iaa.de with 30 days payment term	mobility@iaa.de
Invoice of advanced payment for services <i>Calculation of mandatory costs via Messe München GmbH</i>	From May 2025	via e-mail from Messe München GmbH	fangyuan.hong@messe-muenchen.de
Exhibitor Service, Exhibitor Shop, Exhibitor Directory			
Co-exhibitor application for non joint stands	Free of charge until receipt of stand confirmation appr. from February 2025	Please find more information here	mobility@iaa.de
Co-exhibitor application for joint stands	Free of charge for entire period	Please find more information here	mobility@iaa.de
Log in Data Exhibitor Directory <i>Managing your exhibitor and product profile</i>	From mid-April 2025	via e-mail media partner	
Log in Data Exhibitor Shop <i>Electricity, water, internet, stand cleaning, suspensions, parking permits, catering, etc.</i>	From mid-April 2025	via E-Mail Ausstellershop Messe München	shop@iaa.de
Registration exhibitor passes, guest and employee tickets, as well as set-up and dismantling passes	From mid-April 2025	Ausstellershop, shop@iaa.de	shop@iaa.de
Organizational & Technical Guidelines	From July 2024	Please find more information here	oms.iaa@messe-muenchen.de
Submission Stand Construction Plan for Approval <i>Please note the Organizational & Technical Guidelines</i>	No later than June 20, 2025	Please find more information here	Kathrin.Erdmann@vda.de

- Beginning of construction period: September 4, 2025, 06:00–22:00 h
- End of construction period: September 8, 2025, until 22:00 h

- Beginning of dismantling period: September 14, 2025, 18:00–22:00 h
- End of dismantling period: September 17, 2025, until 22:00 h
- Please find more information [here](#)

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Participation & Presentation			
IAA Citizens Lab Exchange ideas together about mobility and development in the city and in the rural areas.	From July 2024	Please find more information here	diana.eberl@messe-muenchen.de
IAA Family Trail Take part in an interactive treasure hunt for children with a station in your exhibition space	From July 2024	Please find more information here	diana.eberl@messe-muenchen.de
IAA Experience Bring the future of mobility to life	From July 2024	Please find more information here	simon.schoenberg@vda.de helge.brekau@messe-muenchen.de martina.haniskova@messe-muenchen.de
Others			
Sponsoring and Advertising	From July 2024	Please find more information here	oliver.schaedel@messe-muenchen.de
Media entry	From mid-April 2025	via e-mail media partner	

- Beginning of construction period: September 4, 2025, 06:00–22:00 h
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