

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
Invoice of stand packages <i>PURE & EASY, Startup</i>	From May 2025	via e-mail from Messe München GmbH	fangyuan.hong@messe-muenchen.de
Final invoice of additional services <i>All services ordered via the Exhibitor Shop</i>	From October 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 Exhibitor Shop Messe München GmbH	shop@iaa.de
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 GmbH	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 GmbH	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	alena.kluge@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:
Exhibitor Service

Check list for your attendance at Summit—Fairgrounds

✓ Description	Publication date/deadline	How/where I receive my information	Contact
Startup packages <i>Special packages including stand construction, furniture and technical equipment as well as tickets and passes for selected Startups</i>	Until July 14, 2025	Please find more information here	luise.burgermeister@messe-muenchen.de
Networking Tours <i>Take advantage of the Networking Tours to present your innovations and solutions to a targeted audience of experts</i>	Until July 31, 2025	Please find more information here	alena.kluge@messe-muenchen.de
Submission Stand Construction Plan for Approval <i>Please note the Organizational & Technical Guidelines</i>	Until June 20, 2025	via upload here	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 GmbH	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 GmbH	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	iaa-speaker@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
Others			
Sponsoring and Advertising	From July 1, 2024	Please find more information here	manuel.ezberci@messe-muenchen.de
Media entry	From mid-April 2025	via e-mail Exhibitor Shop Messe München GmbH	info@iaa-media.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:
Exhibitor Service