Services from A to Z

Advertising spaces for Marketing and Sponsoring
MB Capital Services, Service Center, Hall 7, 6th floor, T: +49 30 30 38-24 06, F: +49 30 30 38-22 39

Airports / Hotline
Information 030 6091 1150
Hotline for both airports: Tegel and Schönefeld, www.berlin-airport.de

Assistance for People with Disabilities / Wheelchair service
Hall 4.2, T: +49 30 30 38-58 37

Audio systems

Banks / Cash Machines
Cash machines: CityCube Berlin: Entrance foyer, Hall 14.1; Hall 19; 1.2b/2.2b (Middle foyer); Forecourt South Entrance; in front of Hall 24, Summer Garden (within the concert area)
Bank: ReiseBank (at the branch office) "Zoologischer Garten" railway station; T: +49 30 881 71 17

Business Center
Messe Berlin GmbH, business-center@messe-berlin.de
(photo copies, fax, telephone, e-mail, internet, PC, scanner, printer, notebook connection, USB flash drive, business cards, pre-paid telephone cards, SIM-cards, top-up prepaid cards, international power adapter)
- Großer Stern, Level 3, T: +49 30 30 38-41 28, F: +49 30 30 38-41 36

Carpet Rentals

Catering
Capital Catering GmbH, Messedamm 22, 14055 Berlin, T: +49 30 30 38-29 01 / 39 29
Stand Services (during exhibition only)
- +49 30 30 38-29 93, -19 52, catering@capital-catering.de

Charging Station
Lockable charging station for mobile phones CityCube, Entrance Messedamm, next to the public phone

Charging station for electric vehicles
Parking space P3 in front of hall 17 Parking space P15 next to gate 7 Parking space for visitors next to the administrative building of Messe Berlin, near gate 9

Cloakrooms / Luggage Lock-up
Entrance South, Hall 19, Hall 14.1, CityCube Berlin Entrance Foyer

Compressed-air equipment
Messe Berlin GmbH, Exhibitor Service, T: +49 30 30 38 14 00, F: +49 30 30 38-14 60
For technical inquiries: MTF, T: +49 30 30 38-57 71

Courier Services
Schenker Parcel Service (Courier Services by Schenker Deutschland AG)
Servicegebäude Süd, Jafféstraße 2, 14055 Berlin, T: +49 30 30 12 995-420

Customs
Customs Office (Berlin), 10965 Berlin, Mehringdamm 129c, T: +49 30 690 09 09
Exhibition grounds: Service Building South, Entrance: Gate 25, Jafféstraße 2
T: +49 30 330 07 94-0, F: +49 30 330 07 94-29

Decorations (Suspended), non-flammable Materials, Floor Coverings
- MB Capital Services GmbH, Thüringer Allee 12, 14052 Berlin
For technical inquiries: Langhammer & Vogt, Hall 6, Intermediate Level 2, T: +49 30 30 38-57 58, -57 86

Disability toilet keys
Ask for keys at the next information desk

Displays / Graphics

Dry cleaning
Cleanteam Berlin, Kaiserdamm 23, 14057 Berlin, T: +49 30 3 02 46 61, F: +49 30 2 78 90 99 99
Oberneustadt Service, T: +49 30 2 78 90 99 90

Electrical installations
Messe Berlin GmbH, Exhibitor Service, T: +49 30 30 38 14 00, F: +49 30 30 38-14 60
For technical inquiries: Electronica, T: +49 30 30 38-58 07

Emergency Call – Fire Department
Telephone: +49 30 30 38 112

Employment Agency, Temporary Employment
Hostesses, part-time help for Stand Construction and Dismantling (Hall 13)
T: +49 30 55 55 72-12 04, F: +49 30 55 55 72 19 99
spandau.jobvermittlung@arbeitsagentur.de

Exhibitor Service Counter
Großer Stern, Level 3
T: +49 30 38-41 23, -4124, -41 25, -4127
F: +49 30 30 38-41 35

Exhibitors’ Shop (Last-minute Shopping, Dry Goods, Hardware, Office Supplies)
Messe-Shop Stefan Krug
- MB Capital Services GmbH, Thüringer Allee 12, 14052 Berlin
Hall 6.2 (opposite "Marshall-Haus"), T: +49 30 30 38-57 38

Fire Protection (Fire extinguisher, Sprinkler installations)
MB Capital Services GmbH, Thüringer Allee 12, 14052 Berlin, T: +49 30 30 38-14 00
For technical inquiries: Minimax, T: +49 30 70 00-080

First Aid – DRK (Red Cross), Physician
Emergency calls:
T: +49 30 30 38-22 22
Hall 1.2, Hall 3.2, Hall 4.2, Hall 26c, and passageways between Halls 12/13, 17/18, and CityCube Berlin, Entrance foyer (next to porter’s office)
Wheelchairs / Lost Children, Hall 4.2, T: +49 30 30 38-58 37

Floral Arrangements
MB Capital Services GmbH, Thüringer Allee 12, 14052 Berlin, T: +49 30 30 67 20 15, F: +49 30 30 67 20 18

Food, Beverage, Tobacco and Confectionery Service
MB Capital Services GmbH, Messedamm 22, 14055 Berlin, T: +49 30 30 38-29 01/-39 29
Stand Services (during the fair only)
T: +49 30 30 38-29 93, -19 52, F: +49 30 30 38-19 51

Forwarding Agents and Container Storage
MB Capital Services GmbH, Thüringer Allee 12, 14052 Berlin, T: +49 30 30 67 20 15, F: +49 30 30 67 20 18

Furniture Hire
MB Capital Services GmbH, Thüringer Allee 12, 14052 Berlin, T: +49 30 30 67 20 15, F: +49 30 30 67 20 18

IFA
VisitBerlin, www.visitberlin.de
T: +49 30 25 00 25
Information Stands, Messe Berlin GmbH
Ground Level
Entrance South (right)
T: +49 30 30 38-68 81, -68 82
Hall 1.1a, 1a, middle foyer (right),
T: +49 30 30 38-68 80, -68 85
Hall 3.1b, middle foyer
T: +49 30 30 38-68 90

Letter box
On the trade fair grounds, Messedamm
22, in front of the administrative building
of Messe Berlin GmbH, near to gate 7 and
gate 9

Inspection and Translation Service
No hostesses service (see Hostesses
multilingual)

Letter box
On the trade fair grounds, Messedamm
22, in front of the administrative building
of Messe Berlin GmbH, near to gate 7 and
gate 9

Lifting platform rental, fork lifts
See forwarding agents

Logistics
Sites for containers, vehicles, admission
pass, etc.

Service Centre Hall 7, 3rd Floor,
T: +49 30 30 38-40 82,
F: +49 30 30 38-41 93

Lost Children / Red Cross
Hall 4.2, T: +49 30 30 38-58 37

Lost and Found
Security Office, passageway between
Halls 16 & 17,
T: +49 30 30 38-17 85

Office Equipment / Photocopier Rentals
MB Capital Services GmbH,
Thüringer Allee 12, 14052 Berlin
T: +49 30 30 67 20 15,
F: +49 30 30 67 20 18

Parking Permits
MB Capital Services GmbH,
Thüringer Allee 12, 14052 Berlin
T: +49 30 30 69 69 69,
F: +49 30 30 69 69 30

Pharmacy
Witzleben Apotheke, Kaiserdam 24/corner
of Messedamm, 14055 Berlin
T: +49 800 301 19 70, +49 30 93 95 20 30,
F: +49 30 93 95 20 35

Delivery Service: Monday through Friday
(8:00 am-6:00 pm), last orders until
2:00 pm for delivery on same day

Photocopies
Business Center, Großer Stern, Level 3,
T: +49 30 30 38-41 23, -41 25, -41 28
F: +49 30 30 38-41 36

Photo Service
MB Capital Services GmbH,
Thüringer Allee 12, 14052 Berlin
Photographic Studio Nieswand & Pletschke,
T: +49 30 882 64 88
Mobile phone: +49 171 518 30 45

Police
Emergency call to police: Telephone: 110
District Office 22, Charlottenburger
Chaussee 75, 13597 Berlin,
T: +49 30 4664-27 01
Police station in Hall 7, ground level,
T: +49 30 4664-20 07 60,
F: +49 30 4664-20 07 99

Post Office
Postbank Finance Center, Söorstraße 61-62,
14050 Berlin, Mon-Fri: 9:00-18:00,
Sat: 9:00-13:00

Projectors, Audio and Video
Components
MB Capital Services GmbH,
Thüringer Allee 12, 14052 Berlin
T: +49 30 30 67 20 15,
F: +49 30 30 67 20 18

Public Transportation
BVG, Berliner Verkehrsbetriebe,
Internet: www.bvg.de (english service)
Rates and Schedules, T: +49 30 194 49
S-Bahn Berlin GmbH,
Internet: www.s-bahn-berlin.de,
Rates and Schedules, T: +49 30 297 439 33
**Refrigerators**
MB Capital Services GmbH, Thüringer Allee 12, 14052 Berlin
T: +49 30 30 67 20-15, F: +49 30 30 67 20 18

**Restaurants:** see Catering Guide

**Room of Silence**
Trade Fair Grounds: Hall 6.2
(opposite “Marshall-Haus”)
T: +49 30 30 38-14 00, F: +49 30 30 38-14 60
For technical inquiries: Alba, office in container behind Hall 23b,
T: +49 30 30 38-13 33, F: +49 30 30 38-57 61

**Rubbish Bins, Waste Disposal, Industrial Waste Removal**
Messe Berlin GmbH, Exhibitor Service,
T: +49 30 30 38-14 00, F: +49 30 30 38-14 60
For technical inquiries: Alba, office in container behind Hall 23b,
T: +49 30 30 38-13 33, F: +49 30 30 38-57 61

**Sanitary installations**
Messe Berlin GmbH, Exhibitor Service,
T: +49 30 30 38-14 00, F: +49 30 30 38-14 60
For technical inquiries: MTD, T: +49 30 30 38-57 71, -57 51,
F: +49 30 30 38-57 72

**Security and Supervisory Staff**
(Stand Security)
Messe Berlin GmbH, Exhibitor Service,
T: +49 30 30 38-14 00, F: +49 30 30 38-14 60
For technical inquiries: Teamflex Solutions GmbH,
T: +49 30 30 38-58 67

**Stand Cleaning**
Messe Berlin GmbH, Exhibitor Service,
T: +49 30 30 38-14 00, F: +49 30 30 38-14 60
For technical inquiries: Department ES 32
T: +49 30 30 38-41 10

**Stand Construction Approval**
Messe Berlin GmbH / ES21, Technical Service and Support for Fairs
Service Center, Hall 7, 4th floor,
T: +49 30 30 38-40 22 -40 20

**Suspension Points, Rigging**
MB Capital Services GmbH,
Thüringer Allee 12, 14052 Berlin,
T: +49 30 30 67 20-15
UBERKOPF, Thüringer Allee 12,
Servicehof Nord, Haus 5,
T: +49 30 555 74 48-20, F: +49 30 30 67 20 18

**Taxi ranks**
CityCube Berlin – Messedamm,
Entrance South, Entrance Hall 9,
Entrance East (Halls 14/15), Messedamm
Entrance North (Hall 19), Masurenallee

**Taxi Reservations**
Funk Taxi Berlin,
T: +49 30 26 10 26
Taxi-Ruf “City Funk”,
T: +49 30 21 01 01

**Telecommunication**
ISDN, telephone, fax, mobile phone, PC
and notebook hire, Capital Services GmbH,
Thüringer Allee 12, 14052 Berlin
T: +49 30 30 38-14 00, F: +49 30 30 38-14 60

**Telephones (international)**
Entrance South, entrance hall 7,
entrance north hall 19,
passageway between halls 20/21,
CityCube Berlin Entrance Foyer

**Ticket Sales / Ticket Office**
MB Capital Services GmbH,
Thüringer Allee 12, 14052 Berlin
T: +49 30 30 69 69 69, F: +49 30 30 69 69 30

**Tourist Information**
Berlin Tourismus & Kongress GmbH
Am Karlshaid 11, 10785 Berlin,
T: +49 30 26 47 48-0, F: +49 30 26 47 48 99
Service-Hotline: +49 30 25 00 25,
www.visitberlin.de

**Video systems**
see Audio systems

**Visitors’ Meeting Point**
Entrance North: lobby, Hall 19, Entrance South: middle foyer between Hall 1.2a and 2.2a