

24 September 2024

Dear exhibitors,

Personal encounters, experiencing and marveling at the latest technological developments is your and our credo. Together with you, more than 820 exhibitors are currently looking forward to Formnext and are eagerly awaiting the chance to meet the plethora of potential customers. The countdown is running. So it's high time we give you a little update on the upcoming milestones, to-dos and deadlines.

DEADLINES AND EXPRESS SURCHARGES FOR ORDERS

Orders for individual solutions of suspension points are only possible up to and including 7 October 2024. From 29 October onwards, surcharges will also apply for certain services in the Shop for Exhibitor Services. You can find [an overview of all products with express surcharges](#) here. Due to another big event taking place at the same time, there may also be a shortage in the provision of personnel services this year. Be sure to place your order in the [Shop for Exhibitor Services](#) as soon as possible if you require personnel support.

FOCUS THE SPOTLIGHT ON YOUR COMPANY – THE DEADLINES FOR IMPORTANT FORMNEXT MEDIA ARE APPROACHING

In order to draw the attention of the large number of visitors we are expecting, you should make use of our media and additional advertising opportunities. The deadlines for important print media are approaching. Advertising bookings for the Exhibition Guide are only possible until 14 October. The run on exclusive on site advertising offers has also begun. Also here, the deadlines are approaching and spots are limited in some cases. Here you will find an [overview of all media and advertising options still available](#) and the corresponding deadlines for booking and delivery of advertising material.

Changes to your company profile can still be made until 26 October, e.g. to be considered for listing in the Exhibition Guide and on the hall signage.

COMPLETE YOUR PROFILE IN ORDER TO BE FOUND

Update your company profile in the [Media Package Manager](#) as soon as possible, bearing in mind that the data entered here, such as marketing address and alphabetical placement, will also be used for all Formnext media, such as the Exhibition Guide, Navigator App, hall signage.

REMEMBER TO REGISTER YOUR CO-EXHIBITORS

To ensure that your co-exhibitors are also listed in all Formnext media, they need to be registered. To do so, please log in via your Messe-Login (MyAccount), select the relevant application and then click on "Register co-exhibitor for this stand". Complete the [co-exhibitor registration](#) now. >>>

If your marketing budget is already spent, here's a tip for a free presentation opportunity: YouTube star 3D Printing Nerd will once again be streaming live from Formnext for his [Show & Telling Live](#) format. Get in touch and send pitches to: ShowAndTellingLIVE@gmail.com. He may still have a slot on his show.

REFRESH OF OUR JOB PORTAL "AM JOBS"

We all know the pain: Finding staff in our industry is a significant challenge. In order to provide you with the best possible support, we have relaunched our [job portal "AM Jobs"](#) and integrated many new functions. With AM Jobs, we offer you an online job board that draws the attention of the AM community to your company as an employer and your vacancies all year round through our Formnext channels. As an exhibitor at Formnext, you can publish an employer profile free of charge. You can also use targeted keywords to position your vacancies to specialists from the industry. Depending on the [SMS package](#) you have booked, this service is also free of charge. From the Classic package upward a certain number of job advertisements is already included. We will inform you exactly how it works and send you a code to activate the free job ads in a separate e-mail. In addition to the free employer profile, exhibitors without an included contingent (SMS package Basic) have the option of booking ads directly in the portal. Take a look at [AM Jobs](#), inform your HR department and set up your employer profile. The e-mail with your activation codes will follow shortly.

ROOM RENTAL – SPACE IS LIMITED

Do you need additional rooms for your meetings, staff or presentations during Formnext? There are rooms available for you in Hall 11,12 and in the Portalhaus. But even though the exhibition center is large, space here is limited. It's better to send us your [room requirements](#) via the [Shop for Exhibitor Services](#) right away so we can find a suitable space for you.

DEADLINE TECHNOLOGY STAGE IS APPROACHING

You can still book your presentation slot on the Technology Stage during Formnext. Get more information in the [Shop for Exhibitor Services](#) before the slots are fully booked.

The excitement is rising and even more the anticipation of creating an unforgettable event together with you! We wish you successful Formnext preparations and will come back to you again in October to inform you about important preparation topics and services. However, you can already find all to-dos, contacts and deadlines in our [checklist](#) or on the [website preparation & services for exhibitors](#). If you need assistance at any point, feel free to contact our [Exhibitor Support Team](#).

See you soon and best regards from Frankfurt.

Your Formnext Team