

**Return to:**  
Messe München GmbH  
Hauptabt.  
Techn. Ausstellerservice  
Messegelände  
81823 München  
Germany

**For passing on to and  
invoicing by**  
Marion Milde  
c/o **Dr. Jochen M. Schäfer**  
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# Value-added Tax Refund Service

# 19.1

**Closing date: 4 July 2008**

Exhibitor
Street/P.O.Box
Country, Town, Postcode

**Event: ESC Congress 2008**

**Date: 30 August – 3 September 2008**

**Hall  
Stand no.**

Contact

Phone with area code and ext.

Fax with area code and ext.

E-mail

## Reduction of your trade-fair related cost thanks to value-added tax refund to foreign-based exhibitors!

- **Expenditure**, which you as foreign-based exhibitor incur by way of your participation at a trade fair organised by Messe München GmbH is subject to German value-added tax (VAT). These tax payments can be refunded.  
This applies e.g. to payments you made relating to construction and rent of your stand, flights booked in Germany, taxi rides, catering and beverages for your stand, gasoline, hotel and restaurant bills, etc.
- **All invoices must be addressed to your/a company and NOT to a person. The value-added tax must be shown separately both as a percentage and an amount in the case of invoice amounts exceeding 150.00 EUR.**
- **Detailed information can be found at: [www.vat-refund-services.de](http://www.vat-refund-services.de)**
- **Our VAT refund service offers you the following benefits:**
  - **Online-accessible information and service provision (where practicable)**
  - **Processing of refund via solicitor's trustee account and premises, thus offering enhanced security**
  - **Many years' experience in this field and individual support provision with the aim of optimising amounts refunded**
  - **Payment of fee amounting to 15% of amount refunded (at least 99 EUR) only occurs after refund has been transferred to solicitor's trustee account**

### Please note:

The respective service contract is directly and solely entered into between the exhibitor and the contractor appointed by MMG. All terms and conditions of such contract are therefore only binding upon the exhibitor and the contractor. The VAT refund service is provided by our appointed contractor, attorney-at-law (Germany) Dr. Jochen M. Schäfer.

**2008**

Status 09/2007