AUTOZUM SALZBURG

20. – 23. Jänner 2027
MESSEZENTRUM SALZBURG

AUTOZUM.AT

CHECKLIST

DANIEL HERGER
Key Account Manager
T: +43 662 2404 56
herger@mzs.at

LORENZ GLARCHER
Projectmanager
T: +43 662 2404 95
glarcher@mzs.at

TOPIC / AREA	DEADLINES	DETAILS/CONTACTS	DONE
Fill in online exhibitor profile	Access data will be provided following confirmation of your exhibition space	Questions: **Customer Service Team** – +43 662 2404-95	☐
NEW: Exhibitor dashboard	Access data will be provided following confirmation of your exhibition space	Questions: **Customer Service Team** – +43 662 2404-95	☐
Lead scanning app access data	All informations are available in the **exhibitor dashboard**	Questions: **Customer Service Team** – +43 662 2404-95	☐
Exhibitor passes & additional exhibitor passes	The **TAN codes for exhibitor passes** are available directly in the **exhibitor dashboard**; additional codes can also be ordered via the dashboard.	Questions: **Customer Service Team** – +43 662 2404-95	☐
Exhibitor parking cards & additional exhibitor parking cards	Please find them digitally in the **exhibitor dashboard,** additional parking cards can also be ordered via the dashboard.	Questions: **Customer Service Team** – +43 662 2404-95	☐
Internet & IT-Equipment	Order deadline: **at latest 4 weeks** before the fair **(21.12.2026)**	Orders: exs@mzs.at Questions: **Customer Service Team** – +43 662 2404-95	☐
Trade fair forwarding	**Possible until the start of the fair**	Orders: **messe.salzburg@lagermax.com** Questions: +43 662 4090-2293 / 2294	☐
Printed trade fair guide	Deadline for print materials: **07.12.2026** – please fill in your **exhibitor profile** by then	Questions: **Customer Service Team** – +43 662 2404-95	☐
Co-exhibitor registration	**Please register co-exhibitors as soon as possible.**	Questions: **Lorenz Glarcher** – glarcher@mzs.at or +43 664 6203173	☐
Digital advertising opportunities	**Inquiries & orders as soon as possible.**	Questions: **Lorenz Glarcher** – glarcher@mzs.at or +43 664 6203173	☐
Booth supervision & security	**Possible until the start of the fair.**	Orders: m.scharrer@owd.at Questions: +43 57 8830 3780	☐
Advertising opportunities during the fair	Order deadline: **no later then 11.12.2026**	Questions: chgrill@adman.at Questions: **Christopher Grill** – +43 676 44 2323 7	☐
Catering	Order deadline: up to **5 working days before the start of the trade fair**	Birngruber Gastronomie GmbH, T: +43 662 216012 42, office@chefpartie.at	☐
NEW! **ORDERS VIA MESSEZENTRUM SALZBURG**			
Additional set-up and dismantling days	**Possible until the start of the fair,** additional costs will be incurred from 14 days before the start of the trade fair	Orders: exs@mzs.at Questions: **Customer Service Team** – +43 662 2404-95	☐
Compressed air	Order deadline: **at latest 8 weeks** before the fair **(23.11.2027)**		☐
Main electrical connections	Order deadline: **at latest 2 weeks** before the fair **(04.01.2027)**		☐
Waste disposal	Order deadline: **at latest 2 weeks** before the fair **(04.01.2027)**		☐
Booth cleaning	Order deadline: **at latest 2 weeks** before the fair **(04.01.2027)**		☐
Water connection	Order deadline: **at latest 6 weeks** before the fair **(09.12.2026)**		☐
STANDOUT SERVICE PARTNER FOR THE FOLLOWING SERVICES (Questions: STANDout Team +43 662 93040 263)			
Ceiling suspension & hanging points – technical plan	Order deadline: **at latest 6 weeks** before the fair **(09.12.2026)**	Orders: barbara.quechenberger@standout.eu Questions: **Frau Quechenberger** – +43 662 93040-246	☐
Booth construction, Floor, signage, furniture, ...	Order deadline: **at latest 2 weeks** before the fair **(04.01.2027)**		☐
For all further services, please refer to the order forms www.autozum.at/de/fuer-aussteller/messeauftritt-planen/standout/			

Underlined portions of text indicate links to the website.