



Urgent warnings for exhibitors

We are writing to warn our exhibitors against various organisations that make repeated attempts to contact exhibitors by telephone and e-mail in order to issue dubious offers. We recommend that you exercise great caution in dealing with these and similar companies. They do considerable damage to the image and reputation of the trade fair and exhibition sector. If you receive such dubious offers by post, phone calls or e-mails, please do not hesitate to contact us at fraud@reedexpo.de at any time.

- **Exhibitor directories**

In recent weeks and months, a new unofficial exhibitor directory has been increasing its efforts to contact exhibitors in order to elicit entries for an online exhibitor catalogue. The directory is called "International Fairs Directory". The company issuing these offers for a listing is based in Uruguay. As with the offers from Expoguide (which is based in Mexico and has been active for many years), the small print shows that the entry is not free of charge: instead the listing company is committed to making an annual payment of EUR 1,212. Many exhibitors return the form to confirm the correctness of the information, believing that the entry is free of charge. Only upon receiving an invoice do they notice their error. The AUMA (German Exhibition and Trade Fair Committee) advises exhibitors who have fallen victim to this scam not to respond to invoices and reminders, and has put together useful information on its website www.auma.de.

- **Visitor lists**

Untrustworthy companies are currently trying to sell visitor lists to exhibitors. They send out e-mails to exhibitors, offering them lists of visitors at the trade fair where they are exhibiting. The exhibitors are promised directories which include company names, contact persons and full contact details. Exhibitors should ignore such e-mails and treat these dubious e-mails as spam.

- **Hotel fraud**

The "service providers" Exhibition Housing Management (EHM) and Exhibitors Housing Services (EHS) contact exhibitors, visitors and other trade fair participants by e-mail and telephone to offer hotel reservations. These companies give the impression that they are partners of Reed Exhibitions. We have received several reports about these activities and would like to clarify that these companies have no connection with us. We expressly warn against responding to the offers, as the companies charge high booking fees in addition to the costs for hotel reservations, while imposing strict booking conditions.

- **Invoice fraud**

Unknown third parties contact our exhibitors by phone and e-mail and send them forged invoices in an attempt to get them to make payments into a false bank account. These individuals may use the name "Richard Clark" or "Susanne Perry". They are not employees of Reed Exhibitions Deutschland GmbH! Reed Exhibitions Deutschland GmbH handles all banking transactions via accounts in Germany (currently Deutsche Bank Düsseldorf and BNP Paribas Frankfurt). Do not make payments into any other accounts. In particular, Reed Exhibitions Deutschland GmbH has no bank accounts in Switzerland. Do not forward invoices you have received from us to third parties