



Affiliate Business Request Form For Offsite Event/ Meeting Space

Any requests for meeting space or suites over the show dates must be approved by PE Events, LLC. Please complete the information on this form and email to the address below.

If the function type or event date(s)/ time(s) is asked to be changed by the client after PE Events, LLC. has approved the request, this request form must be resubmit with the changes for approval.

Meeting Location	_____
Company Name	_____
Company Contact	_____
Title	_____
Telephone	_____
Email	_____
Name of Event	_____
Type of Function	_____
Date of Event	_____
Start & End Times	_____
Number of People	_____
Space Requested	_____
Comments	_____

Space is on a first come, first served basis.

Email completed form to: operations@usa.messefrankfurt.com

Official use only:

PE Events, LLC. ___ Approved ___ Denied

Signature _____

Date _____