



FACTSHEET for exhibitors at VELOBerlin 2026

Requirements for folding pavilions* in the outdoor area of VELOBerlin

Folding pavilions that have not been registered in advance may not be erected.

At Tempelhofer Feld, stronger gusts of wind are to be expected. The folding pavilions* must be sufficiently stable and held to the ground with weights. Anchoring to the ground is not permitted/not possible.

A) Fire protection requirements

Minimum B1 flame-retardant materials must be used. Proof must be provided in the form of a valid test certificate.

B) The folding pavilion* construction

Folding pavilions with side walls must be sufficiently stable for wind speeds up to force 4 (4 Bft. or 7.9 m/s or 28 km/h).

Folding pavilions without side walls must be sufficiently stable for wind speeds up to wind force 6 (6 Bft. or 13.8 m/s or 50 km/h).

This stability of the structure must be verified by means of suitable manufacturer specifications.

Proof must be provided on site.

Structures that are not sufficiently stable may not be erected.

Typical indications of insufficiently stable structures are

- The article is designed for privacy and sun protection in outdoor areas. It is not intended for permanent outdoor use as it is only partially weather-resistant.”
- “Your pavilion must be anchored using the guy ropes and pegs included in the scope of delivery.”
- “The item must not be used in adverse weather conditions such as strong wind, rain or snow.”
- “The pavilion must only be set up for the duration of use and used under supervision.”
- “In light winds, make sure that the open sides of the pavilion are in the lee.”

C) Ballast weights

Folding pavilions* must be secured with ballast weights to prevent sliding, tipping and lifting. Fastening to the ground is not permitted. The ballast weights must be attached to the supports in a tension- and pressure-resistant manner so that constant activation is guaranteed.

In addition, an anti-slip mat must be laid over the entire surface under the supports and ballast weights. See recommendations under G.

* This refers to small event tents such as Easy-up, Mastertent and similar. This document does not apply to tents, tent halls and tent pagodas rented by tent builders with industry-specific aluminum and steel profiles and, if applicable, a protective function. In this case, a static calculation with information on securing the position by ballasting (test book) must always be submitted for inspection.



Required ballast weight for folding pavilions *		
Dimensions (width x depth x height [m])	Number of supports	Ballast weight per support with anti- slip mats [kg]
3,0 x 3,0 x 3,3	4	42 kg
4,0 x 3,0 x 3,3	4	55 kg
4,0 x 4,0 x 3,3	4	67 kg
6,0 x 3,0 x 3,3	6	83 kg
6,0 x 4,0 x 3,3	6	100 kg

The erection of folding pavilions* in the outdoor area without the above-mentioned safety measures is not permitted.

D) Measures in the event of wind

1. from a forecast wind speed in gusts of over 4 Bft (7.9 m/s or 28 km/h), all side walls on the folding pavilions must be removed.
2. from a forecast wind speed in gusts of over 6 Bft (13.8 m/s or 50 km/h), the outdoor area will be closed. All visitors, exhibitors and employees must leave the outdoor area.
3. the organizer will announce the time from which the measures are to be taken by loudspeaker announcement.

The organizer's instructions must be followed immediately.

E) Inspection and acceptance of the structures

All folding pavilions* must be erected by Friday April 10th 2026, 6 pm.

Assembly and ballasting will be checked by an engineering firm commissioned by the organizer.

The manufacturer's specifications regarding the stability of the structure must be presented on site.

F) General precautions & precautions in case of absence

In the evening before leaving the stand, the structure must be secured for the night. Alternatively, a stand guard from VELOBerlin's security service provider can be booked, who can quickly take appropriate measures to secure the stand at any time.

A contact person who can be reached at all times must be appointed for the stand. This person will be notified by the organizer (Messenger Chanel) in the event of impending weather events so that the specified measures can be implemented in good time if winds arise.

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G) Recommendations for ballasting

Your folding pavilions* must be secured with weights in accordance with the table above. These are available in different versions depending on the surface of the pavilion.

E.g. sandbags (Fig. 1) (1 liter = 10x10x10 cm = 1.6 kg) or stackable weights made of cast iron (Fig. 2) or canisters with water (1 liter = 1 kg) or canisters with steel / lead balls.



Abb.1



Abb. 2

Recommendations for anti-slip mats

Anti-slip mats are available in various designs and sizes (see Fig. 4 and 5 for examples). Please note that the anti-slip mats must be laid over the entire surface under the supports and ballast weights.



Abb. 4, Bild: www.antirutschmatte24.de Abb. 5, Bild: www.antirutschmatte24.de

Recommendations for fastening lashing straps are suitable for additional fastening (see Fig. 6). These are available in different versions and from different manufacturers. Cable ties or ropes are not suitable connections.



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