



TECHNICAL EXHIBIT

INFORMATION FOR EXHIBITORS

VENUE

Congress Centre of LNEC

Av. do Brasil 101 | 1700-066 LISBON | PORTUGAL

STANDS

The Exhibit floor plan consists of 11 stands.

The Exhibit area will be located next to the main hall where coffee breaks will also take place.

Stands	Cost
6 m ² (3m x 2m)	€ 1600,00 + VAT

Items included in the cost of exhibit space:

- Registration: 1 congress registration;
- Fascia: 30 cm high fascia board displaying exhibitor's name (lettering in a single colour);
- Structure: shell scheme stand in aluminum grey coated profile with white infill panel;
- Flooring: pavement covered with grey carpet;
- Furniture: 2 chairs, 1 table and 1 case with lock;
- Lighting/Power point: 5 spotlights of 100 W each, 1 distribution board, 1 power outlet of 220-230 V, 50 Hz (2 round pin plug).

REGISTRATION AND STAND ASSIGNMENT

The registration form must be accompanied by a copy of the bank transfer document.

Stands will be assigned according to the exhibitor's preferences and following the payment reception date. Should the indicated preference be no longer available the Organizing Committee will contact the applicant to propose another similar option.

PRODUCTS AND/OR SERVICES TO EXHIBIT

For due evaluation and approval by the Organizing Committee, the exhibitor must indicate the products and services to be exhibited.

Exhibitors are neither allowed to exhibit their products or services outside their assigned exhibit space, nor to distribute any advertisement material outside their stand area.

SECURITY

Perimeter guard service will be provided for the exhibit period (including setting-up and dismantling). Small devices, such as portable PCs, etc. should be locked out whenever the exhibitor staff are absent from the stand.



The exhibitor will be responsible for his own licenses and insurance regarding equipment, goods or property.

The exhibitor will be liable for any damage caused by his staff to the premises.

CLEANING SERVICES

Cleaning services will be provided during the Congress.

ELECTRIC POWER

The supply of three-phase power will be provided on request.

TELEPHONE LINES AND INTERNET ACCESS

The installation of telephones or communication lines (RDIS or others) must be directly requested to PT (Portuguese Telephones company), with a copy of the request being sent to the Organizing Committee.

The Congress area has Wi-fi coverage. Cable Internet connection may be provided on request.

SETTING-UP – DISMANTLING

Setting-up: Stands will be delivered to Exhibitors between 9.00am and 6.00pm, 11 October

Dismantling: All exhibition material must be removed from the stands after 6.00pm, 14 October

Exhibitors must comply with all the legal requirements applicable to fire and electricity codes, and like regulations.

Workshop construction of stands may not be performed on the exhibit floor. Table and circular saws, lathes, grinders, sanders and other power equipment may not be set up and/or operated on the exhibit floor.

Carpeting over the existing carpet may only be done by mere superposition or by the use of adhesive strip.

No nailing, gluing, fastening, stapling or any other fixation means, which may cause damage to structures, may be employed on panels, profiles and flooring.

Exhibitors are responsible for removal of excess debris resulting from setting-up and dismantling operations.

FURTHER INFORMATION

Any requests for further information should be addressed to:

Organizing Committee

LNEC / DIDCT – Apoio à Organização de Reuniões

Av. do Brasil 101 | 1700-066 LISBON | PORTUGAL

tel.: (+351) 21 844 34 83 | fax: (+351) 21 844 30 14 | e-mail: formacao@lneec.pt



TECHNICAL EXHIBITION



STAND - 3000 mm x 2000 mm

