



# Exhibitor Manual

**Please read carefully**

- Practical information
- Deliveries
- Terms & conditions
- Health & safety rules

**15th CONGRESS OF EUROPEAN  
ASSOCIATION OF HOSPITAL PHARMACISTS  
24 - 26 MARCH 2010**



# Shell scheme booth

... Your Organizer's Choice

SHELL SCHEME of :

15th CONGRESS OF EUROPEAN ASSOCIATION OF HOSPITAL PHARMACISTS

The shell scheme booth chosen by the organizers includes the following items :

## PARTITIONS

- Uprights and cross-pieces in **grey painted aluminum**, stand height: 2.50m
- Melamine-coated infill partition on a maximum of 3 sides **WHITE color**

## CARPET

- Short pile **BLUE color** covered by protective film (polyane) (\*)
  - Film removed before opening of exhibition.
- (\*) color carpet of package cannot be changed if any other color required to be ordered

## EXHIBITOR SIGN

- One double-sided aisle sign per stand, with 20 characters 50mm in height per side (Helvetica Medium)
- **BLUE** Colored lettering on a white background.

## ELECTRICITY SUPPLY

- 1 KW / 220 W per 9 square meter module

## SPOTLIGHT TRACK

- One 3 x 75 W spotlight track per 9 square meter module

**90€ /m<sup>2</sup> VAT not included**



**Stand package hire does not include furniture.  
Non-contractual document.**

## TARIFFS OF ORDER FORMS :

15<sup>th</sup> Congress of European Association of Hospital Pharmacists Exhibition takes place from Wednesday march 24 to Friday march 26 : **3 event days** – all services shall be ordered on minimum of 3 days (delivery the prior day). If you do need to have an earlier delivery please order the concerned service for 4 days (delivery always prior day)

## NOTES

- Stand is hired on an indivisible fixed rate basis comprising a set of services whose non-use or partial use (e.g. infill partitions) may not give rise to any compensation or rate reduction.
- Possibility of hanging on partitions: use of double-sided sticky tape is tolerated if all traces of glue are removed during dismantling. We recommend using hooks and chains.



# Practical information

Keep this page on your booth

Exhibitor   
guide

## EVENT NAME

15th CONGRESS OF EUROPEAN ASSOCIATION OF HOSPITAL PHARMACISTS

## ORGANISER

European Association of Hospital Pharmacists (EAHP)

rue Abbé Cuypers, 3

B- 1040 Brussels, Belgium

Tel: +32 (0)2 741 68 22

## EVENT SCHEDULE

Date:	22/03/10	23/03/10	24/03/10	25/03/10	26/03/10		
Bare surface assembly	7.00 - 20.00						
Exhibitor assembly	7.00 - 20.00	7.00 - 20.00					
Event opening			11.15 - 19.00	9.00 - 18.00	9.00 - 14.30		
Exhibitor dismantling					14.30 - 20.00		
Bare surface dismantling					14.30 - 20.00		

## YOUR CONTACTS

### EVENT PREPARATION

(order forms & technical questions):

Contact: Tel: +33(0)4 93 92 82 00 - Fax: +33(0)4 93 92 82 55

Exhibitor sales representatives:

E-mail: [vente-exposants.acropolis@nice-acropolis.com](mailto:vente-exposants.acropolis@nice-acropolis.com)

### HEALTH & SAFETY

### 2010 Rates

SEAN Société d'Exploitation de l'Acropolis de NICE - Direction des Opérations - 1 Esplanade Kennedy 06300 NICE  
SA with a board of directors & supervisory committee with registered capital of 250 000 Euros  
APE code: 9004Z - NICE register of business Company registration N°: 493 387 997

# Deliveries

## Palais des Congrès

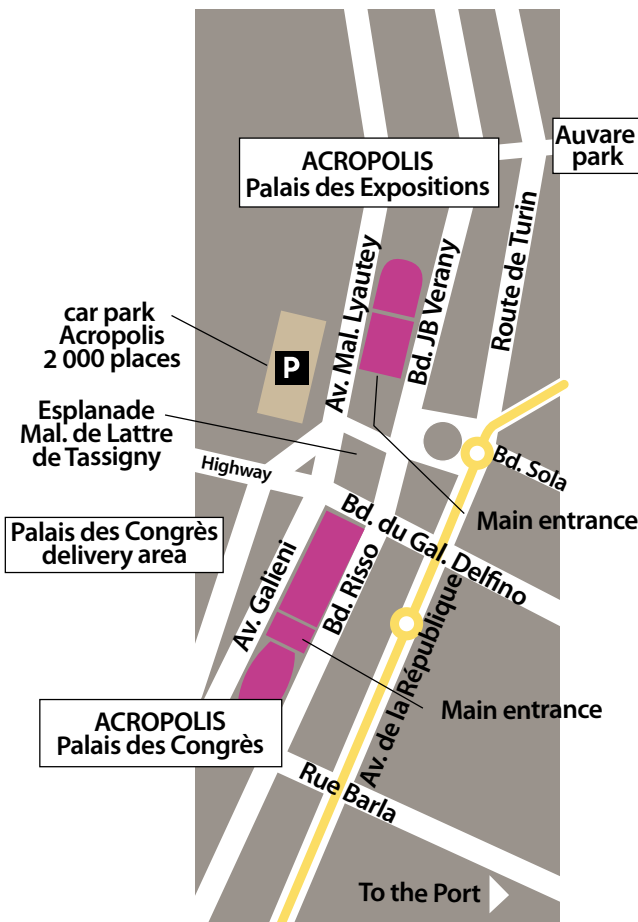
Exhibitor   
guide

### DELIVERY ADDRESS

SEAN Société d'Exploitation de l'Acropolis de NICE  
Palais des Congrès  
1, Esplanade Kennedy - 06300 NICE

Please refer to the plan to locate delivery access points.

### PALAIS ACCESS PLAN



Tram line  line 1 route  "Acropolis" & "Palais des Expositions" stops

### EXHIBITION AREAS

#### A - ACCESS

- Use the delivery entrance on boulevard Gallieni.
- Espace Méditerranée area is on the same level as the delivery entrance (direct access).
- To access other exhibition spaces, goods lifts are available:

	N°1	N°2
Depth	5.50 m	2.49 m
Width	2.43 m	2.44 m
Height	2.14 m	2.15 m
Height under lintel	1.98 m	2.07 m
Maximum spread load	2 500 kg	2 500 kg

#### B - ACCEPTABLE FLOOR LOADS

- **Espace Méditerranée area:** 500 kg/ per m<sup>2</sup>
- **Espace Rhodes area:** 350 kg/ per m<sup>2</sup>
- **Espace Agora 2 & 3 area:** 400 kg/ per m<sup>2</sup>
- **Espace Muses area:** 350 kg/ per m<sup>2</sup>
- **Terrasses Muses terraces:** 150 kg/ per m<sup>2</sup>

In the event that these values should be exceeded, please consult us. The loads to be taken into account apply for the installation of exhibited equipment as well as handling. Entry of vehicles into the exhibition space is prohibited, except where authorised. All handling apparatus must be fitted with rubber banded tyres.

- For forklift trucks: please contact the shipping agents (see "approved service providers")
- For personnel cherry pickers/lifting platforms: please contact us

#### C - FLOOR-TO-CEILING HEIGHTS

Floor-to-ceiling heights in the exhibition areas vary depending on the location of your stand. Please contact us for further information if necessary.

### PACKAGES

#### A - DELIVERY

Packages sent by exhibitors must comply with the following terms and conditions in order to be accepted:

- Delivery solely on the 1st day of assembly, please contact one of the shipping agents/transporters for package reception.
- Each package must bear the duly completed ticket provided on the following page.

**ALL PACKAGES THAT DO NOT FULFILL SAID 2 CONDITIONS SHALL BE REFUSED**

#### B - COLLECTION

**Packages must be removed on dismantling day or 24 hours after the 1st day of dismantling.** SEAN Société d'Exploitation de l'Acropolis de NICE shall not accept any liability for the loss or destruction of any material left behind after the event. **The Société d'Exploitation de Nice Acropolis shall not, under any circumstances, be liable to pay any acceptance, customs duties or other costs (carriage paid).**

#### C - UNLOADING OF LORRIES AND TRANSPORTATION TO STAND & VICE-VERSA

These must be provided by the exhibitor. You can also use a shipping agent (see below), we can also provide you with handlers ("Services" sheet).

### STORAGE OF PACKAGING - REMOVAL OF WASTE

SEAN Société d'Exploitation de l'Acropolis de NICE does not have any premises which can be used to store empty packaging during the expositions. The latter must therefore be immediately removed as assembly progresses and, where necessary, brought back at time of dismantling.

The removal of disposable packaging (crates, boxes, etc...) and in the case of bare surfaces, the entire stand as well as the carpet and its adhesive are the exhibitor's responsibility. You can contact us for skips or containers in accordance with the volume required ("Services" sheet).

### SHIPPING AGENTS – STORAGE OF EMPTY PACKAGING

You can contact our partners below to provide storage between the delivery and assembly dates, storage of empty packaging, direct delivery to your stand on the day of assembly, supply during opening hours and collection of your material during dismantling.

#### SHIPPING AGENTS - TRANSPORTERS

##### • CLAMAGERAN-FOIREXPO

Parc des Expositions - Porte de Versailles - 75015 PARIS  
Contact : Mme Paola Burlando  
☎ +33(0)6 20 83 77 98 - Fax: +33(0)1 45 30 28 81  
E-mail: french-riviera@clamageran.fr

##### • LOGISTIC EVENTS FRANCE

Les Bastides de la Bléjarde - Romarin N° 5  
65 Avenue de Boutiny - 06530 PEYMEINADE  
☎ +33(0)6 71 85 91 96 - Fax: +33(0)4 93 66 27 87  
E-mail: francine.zwickert@logistiquevents.fr

##### • MATHEZ / ON SITE

2 Chemin de Saquier - 06200 NICE LINGOSTIERE  
☎ +33(0)4 93 29 80 16 - Fax: +33(0)4 93 29 91 30  
E-mail: bchatillon@onsitefr.com

### WASTE RECYCLING - PROTECT THE PLANET

SEAN Société d'Exploitation de l'Acropolis de NICE will provide you with 3 types of skips appropriate for your waste in order to facilitate recycling for the duration of event assembly and dismantling.

- 1 tank for toxic waste (paint, solvents, etc...)
- 1 compacter or lorry with crusher depending on the site for cardboard, plastic, polyane, etc...
- 1 container for wooden pallets and rubble

The skip location plan is available on site.

LABEL

Please print this sheet and stick it on EACH delivered package.

**NO PACKAGES WILL BE ACCEPTED WITHOUT THIS LABEL.**

Inform the stand designer if necessary.



**Destinataire/recipient:**

**SEAN Société d'Exploitation de l'Acropolis de NICE**  
**Palais des Congrès**  
**1, Esplanade Kennedy**  
**06300 NICE**

**Mandatory information:**

All packages without a fully completed section below shall be refused.

**Event:** \_\_\_\_\_

**Stand name:** \_\_\_\_\_

**Stand number:** \_\_\_\_\_

**Stand manager:** \_\_\_\_\_

**Manager's mobile N°:** \_\_\_\_\_





# Exhibitor guide

## Terms & conditions

### Use of areas

#### GENERAL TERMS & CONDITIONS GOVERNING THE USE OF EXHIBITION AREAS

##### 1 - HOURS – OCCUPATION

Fittings or products belonging to exhibitors must be removed before the end of the periods allowed for exhibitors to leave or for bare surfaces to be dismantled. On failure to do so, SEAN Société d'Exploitation de l'Acropolis de NICE shall proceed with the removal of said fittings at the expense, risks and perils of the exhibitor, without prejudice to any additional occupation supplement that SEAN Société d'Exploitation de l'Acropolis de NICE might claim.

##### 2 - INVENTORY

###### MEASURES IN THE EVENT OF DAMAGE

Exhibitors shall take possession of the surfaces, fittings and materials requested in the condition in which they are provided and acknowledged to be in working order. They must return them at the agreed time in the same condition and in compliance with the following measures:

- All hooks from ceilings or fixings on to walls or pillars, even a poster, are formally prohibited. Exhibitors shall be invoiced for any damage resulting from non-compliance with said clause.
- Exhibitors shall be required to repair or replace lost or damaged material entrusted free of charge or in exchange for payment.
- Exhibitors shall be liable to pay for any damage to floors resulting from their actions. They shall be responsible for taking all measures (plastic, chipboard...) to ensure floors are protected in the event of risk.

**When laying carpet and due to the specific nature of our floors, a BARNIER 101-type sticky tape must be used to the exclusion of any other.**

(see "Stand fitting out" sheet).

##### 3 - SIGNAGE

All signs hung outside any of the buildings (Palais des Congrès or the Palais des Expositions) or inside the hired spaces or provided are subject to prior consent from SEAN Société d'Exploitation de l'Acropolis de NICE. The putting up of all types of signage shall be exclusively performed by SEAN Société d'Exploitation de l'Acropolis de NICE.

##### 4 - PACKAGE DELIVERY

See "Deliveries" sheet.

##### 5 - STORAGE OF PACKAGING REMOVAL OF WASTE

Please see "Deliveries" sheet.

##### 6 -CLEANING

SEAN Société d'Exploitation de l'Acropolis de NICE shall provide cleaning prior to the opening of the event, as well as daily cleaning of the aisles and communal areas in the exhibition spaces.

**Exhibitors shall be responsible for daily stand cleaning (see "Services" sheet "Stand cleaning" heading).**

##### 7 - ANIMALS

No animals are allowed within the Palais precinct.

#### ACCESS SURVEILLANCE & CONTROL

General surveillance of the two buildings (Palais des Congrès & Acropolis Expositions) is provided 24 hours a day, 7 days a week, by the SEAN Société d'Exploitation de l'Acropolis de NICE security service.

Personalised stand surveillance shall be paid for by exhibitors (see "Services" sheet, "Personnel" heading).

SEAN Société d'Exploitation de l'Acropolis de NICE shall not be responsible or held liable for any loss, theft or damage to property or materials left on stands.

- **Access to the Palais is conditional on presentation of a badge issued by the organiser.**

SEAN Société d'Exploitation de l'Acropolis de NICE reserves the right to ban access to the Palais, or to evict, any person, even badge holders, whose attitude or clothing is deemed to be incompatible with the brand image of the establishment, or who refuses to comply with health and safety regulations governing the premises.

#### TAXES - DUTIES - ROYALTIES

**Exhibitors must pay all taxes and duties associated with their participation in the event.**

##### 1 - SACEM

Exhibitors must comply with regulations governing literary and artistic property. Please contact:

- **Sacem**

Délégation de Nice - 35, rue Pastorelli,  
BP 1707 - 06012 NICE Cedex 1  
☎ +33(0)4 93 62 79 60

#### 2010 Rates

### 2 - VAT

In accordance with European legislation, the SEAN Société d'Exploitation de l'Acropolis de NICE invoices its services inclusive of VAT to all exhibitors, whether French or foreign. Foreign exhibitors can obtain reimbursement of this VAT on condition that they request it before June 30<sup>th</sup> of the following year. We advise using the services of a tax representative which will take care of all administrative formalities vis-à-vis the competent authorities on behalf of the exhibitor:

#### • EASYTAX

BP 3098, Espace Azur, 179 bd René Cassin  
06200 NICE, France  
☎ +33(0)4 93 72 50 40 - 📠 +33(0)4 93 72 53 41  
E-mail: [easytax@easytax.fr](mailto:easytax@easytax.fr)  
Site internet: <http://www.easytax.fr>  
RCS Nice B 432 973 543

Only European Union exhibitors can deal directly with the:

#### • Direction Générale des Impôts

Service de remboursement de la TVA  
10, rue du Centre - TSA 60015  
93465 NOISY LE GRAND CEDEX  
☎ +33(0)1 57 33 84 00

### CUSTOMS

Please contact the following agency:

#### Bureau de Douane de Nice Aéroport

Aéroport Nice Côte d'Azur  
BP 459 - 06008 NICE CEDEX 1  
☎ +33(0)4 93 21 37 78 - 📠 +33(0)4 93 21 40 50

### PARKING

Parking around the Palais is strictly regulated. It is restricted to equipment unloading and loading, during assembly and dismantling periods. It is prohibited during the event.

#### • Light vehicles:

There is a car park nearby (see detailed plan on the "Deliveries" sheet):

Parc Auto Vinci Park Complexe Jean Bouin  
Place du XV<sup>e</sup> Corps 06000 - NICE  
☎ +33(0)4 93 85 58 85 - 📠 +33(0)4 93 13 47 77



#### • "Lorries":

A parking area belonging to the city of Nice may be available (subject to availability), you will be informed thereof by the event organiser.

### CATERING

Catering and the sale of all edible products or consumable drinks on site are reserved exclusively for SEAN Société d'Exploitation de l'Acropolis de NICE.

### ACTIVITIES SUBJECT TO CONDITIONS

**The following activities are prohibited within the Palais precinct unless prior, written consent has been received from SEAN Société d'Exploitation de l'Acropolis de NICE:**

- All filming or sound recordings, all photographs, all total or partial reproduction (in the event of express consent from SEAN Société d'Exploitation de l'Acropolis de NICE, the latter reserves the rights thereto).
- All screenings of cinematographic and other documents not accompanied by the necessary statutory documents.
- **The use of the exhibitor's own personnel and equipment for the services listed below:**
  - Technical services (electricity, telephone, IT, water and compressed air connections)
  - Space cleaning
  - Security service

Exhibitors undertake to compliance with the health and safety rules governing hired areas, and not to breach the rules of applicable commercial legislation. In the event of serious breach, SEAN Société d'Exploitation de l'Acropolis de NICE reserves the right to terminate a contract with immediate effect and with no liability for damages.

### APPLICABLE LAW IN THE EVENT OF DISPUTES

The present contract shall be governed by French law. In the event of problems and failure of mediation, the Nice Courts shall have sole jurisdiction.

### 1 - EXHIBITORS' OBLIGATIONS

**1.1** Exhibitors are bound to comply, and ensure compliance by their personnel or companies working for them, with the obligations in terms of work health and safety vis-à-vis the wearing of individual protective equipment (gloves, safety footwear, hard hats, harnesses when working at heights of over 3m...).

#### 1.2 Health & safety manager

As part of the stand design process, exhibitors must comply with statutory and regulatory requirements governing fire safety in establishments open to the public.

**Exhibitors shall provide the health and safety manager with information on the following points no later than nine weeks prior to the opening of the event:**

- Special stands (not constructed by SEAN Société d'Exploitation de l'Acropolis de NICE);
- Machine or working equipment declaration sheet;
- Health & safety questionnaire;
- Electrical conformity certificate;
- Stands with an upper level;
- Fully-covered ceilings and canopies;
- Fire reaction certificates for all elements of their stand, issued by an approved laboratory.

#### Contact details of the health & safety manager appointed by the organiser:

Claude SARTORI  
SEAN Société d'Exploitation de l'Acropolis de NICE  
1 esplanade Kennedy  
BP 4083 - 06302 NICE CEDEX 4  
☎ +33(0)4 93 92 83 72 - Fax : +33(0)4 93 92 82 55  
e-mail : csartori@nice-acropolis.com

#### 1.3 Health & safety commission

The exhibitor or its qualified representative must be present at the health and safety visit performed either by the Health & Safety manager or by the Health & Safety Commission (depending on event size). He must provide the health & safety manager and/or members of the Departmental health & safety commission with full information concerning installations and materials used to make the stand, except those which are the object of a recognised quality mark. Decisions taken by the administrative authority, following advice from the Commission during its visit, can result in a ban on the opening of the stand and shall be immediately executed. SEAN Société d'Exploitation de l'Acropolis de NICE declines all liability in the event of stand closure, on a decision of the Health & Safety Commission, health & safety organisation or health & safety manager.

### 2 - STAND FITTING OUT

#### 2.1 Construction materials

Materials used for stand construction must be evaluated in accordance with the following French classification system:

- M0 - Non-combustible
- M2 - Non-inflammable
- M2 - Difficultly inflammable
- M3 - Averagely inflammable
- M4 - Easily inflammable

#### 2.2 Protection of works

Access ways, routes and spaces used for take materials from the unloading points to the event area must be protected:

- Use of trolleys or other handling apparatus which must have rubber-banded tyres,
- Use of load distribution floors,
- Protection of carpets with a resistant covering to prevent marking.

No fixings that might damage supports (floors, walls, posts, ceilings) shall be accepted.

#### 2.3 Framework & partitions

All M0, M1, M2 and M3 classified materials are authorised for the construction of stand framework and cubicle partitions.

In accordance with the decree of June 30th 1983, the conventional classification for wood-based materials stipulates M3 class materials specifications as follows:

- Non resinous solid wood, 14mm or more thick,
- Resinous solid wood, 18mm or more thick,
- Wood-derived panels (plywood, chipboard...) 18mm or more thick.

#### 2.4 Extendable, sliding, moving cubicle partitions

Extendable, sliding, moving cubicle partitions must be M3 rated.

#### 2.5 Wall coverings

M0, M1, M2 coverings (natural or plastic textiles) can be stretched and fixed in place using staples.

Miscellaneous coverings (fabrics, papers, plastic film) averagely or easily inflammable that are very thin (maximum 1 millimetre) must be stuck onto full M0, M1, M2 or M3 supports.

The following are prohibited from the Nice Acropolis precinct under all circumstances:

- Soft cellulose-based agglomerates,
- Boards, panels or sheets of expanded plastic materials which are not at least M2 rated,
- Coverings which are not at least M2 rated.

#### 2.6 Floor coverings

Floor coverings must be made from materials that are at least M4 rated and solidly fixed in place. Nevertheless, they must be at least M3 ratings for coverings (horizontal and vertical) with a total surface area in excess of 20m<sup>2</sup>, and for podiums, platforms and steps over 0.30m high.

#### 2.7 Curtains, hangings, nets

Curtains, hangings and nets must be floating if M0, M1 or M2. They are nevertheless prohibited on entrance doors to stands, but are authorised on cabin doors.

Presentation of exhibited materials shall not be subject to fire retardancy requirements, except if they are used to decorate partitions or false ceilings, and if their total surface area exceeds 20% of the total surface area of said works.

In this case, they must comply with the requirements in the previous paragraph for partitions, and the following paragraph for canopies, ceilings and false ceilings.

However, said provisions shall not apply to interior design trade shows and stands used to present wall textiles and coverings.

#### 2.8 Canopies, ceilings & false ceilings

Canopies must be made from M0 or M1-rated materials.

Ceilings and false ceilings must be made from M0 or M1-rated materials. These elements must not hinder the correct operation of fire detection and smoke evacuation installations.

#### 2.9 Signage

Written signs in green and white are banned as they are reserved for fire safety signage.

#### 2.10 Flower decorations

Flower decorations made from synthetic materials must be restricted. If the contrary is true, said decorations must be made from M2 category materials. Said provisions do not apply to trade shows and stands specific to floral activities.

#### 2.11 Floating decorative elements

Floating decorative or dressing elements (advertising panels with a surface area larger than 0.50m<sup>2</sup>, garlands, light decorative objects...) must be made from M0 or M1-rated materials or rendered compliant therewith by fire-proofing. The use of advertising signs or panels featuring white letters on a green background is absolutely prohibited since said colours are exclusively reserved to indicate "exits" and "emergency exits".

#### 2.12 Furniture

No requirements are stipulated for standard furniture (tables, chairs, desks...).

#### 2010 Rates

### 2.13 Fire reaction certificates

All materials used must be certified by a fire reaction certificate, issued by an approved French laboratory, which is less than 5 years old. Said obligation shall not apply to materials known as "traditional" and materials featuring a quality mark from a certifying agency (French norm,...). Fire-proofing may only be practised on wood panels, natural materials or materials with a high natural fibre content. It may not be used for plastic or synthetic materials. A fire-proofing certificate shall be provided by the applicer, stipulating the credentials granted to it for the purpose of issuing such a document.

### 2.14 Presence of a marquee, tent or a structure which can be dismantled

If there are plans to erect a marquee, tent or structure on a stand during an event, the organiser must require the exhibitor to comply with the health and safety provisions stipulated in CTS 1 to CTS 37 (excluding CTS 5).

Temporary structures of this kind must not hinder the effectiveness of establishment technical installations designed to contribute to the Health & Safety of persons in any way.

### 2.15 Enclosed stands

In the case of enclosed stands, the latter must feature exits directly onto the aisles. Their number and width shall depend on the surface area of the stand and must comply with the following minimum provisions:

- Under 20m<sup>2</sup>: 1 x 0.90m exit
- Between 20 to 50m<sup>2</sup>: 2 exits: one 0.90m, the other 0.60m
- Between 50 to 100m<sup>2</sup>: 2 x 0.90m exits  
i.e. 2 exits, one 1.40m, the other 0.60m
- Between 100 to 200m<sup>2</sup>: one 1.40m, the other 0.90m,  
i.e. 3 x 0.90m exits
- Between 200 to 300 m<sup>2</sup>: 2 x 1.40m exits
- Between 300 to 400 m<sup>2</sup>: 2 exits, one 1.40m, the other 1.80m

Exits must be distributed in a judicious manner, where possible opposite each other. Each one must be indicated by the wording "EXIT" in white letters on a green background. If the stand is closed by doors, the latter must open in the direction of exit, without a blocking system and not open onto the public path.

If the stand is covered, it is necessary to comply with the provisions of article 2.16 below.

### 2.16 Covered stands, raised stands

Stands featuring a ceiling, a false ceiling or a full canopy, as well as those featuring a raised level, must:

- Have a surface area less than 300m<sup>2</sup>
- Have a distance between them of at least 4m
- Have a ceiling and false ceiling (including the one of the raised level) total surface area at least 10% of the surface area of the level concerned.  
Each stand can have a raised level. If the surface area of the stand is in excess of 50m<sup>2</sup>, it must:
- Have a safety light featuring an autonomous unit immediately near the exits,
- Have appropriate extinguisher system kept permanently serviced by at least one health and safety agent when the general public is present in the establishment
- Feature ambient lighting if the surface area is greater than 100m<sup>2</sup>.

### 2.17 Escape route directions & access during a fire

Stand construction and fitting out must not obscure the wording indicating the evacuation exits or passageways (emergency exits, etc...). They must not compromise accessibility to a safety system or the alarm (extinguishers, fire plug with hose & spout, fire break glasses and wall-mounted telephones), nor hinder their visibility.

## 3 - ELECTRICAL INSTALLATIONS

### 3.1 Liability restrictions

Electrical installations comprising:

- Fixed and semi-permanent installations, whose realisation, operation and maintenance are provided by the representative, are the

responsibility of the latter.

- Installations installed in stands designed for exhibitors, produced by themselves or on their behalf, are their responsibility.

The boundary between said two installations is located at the supply cabinet in each stand. In accordance with Article T35 of the Decree of November 18th 1987, supplementing the amended Decree of June 25<sup>th</sup> 1980, semi-permanent installations must end in each stand, with a supply board or cabinet comprising equipment which must provide the command and protection functions defined in this article. This therefore formally excludes the connection of several from a single supply cabinet or a single board.

### 3.2 Specific stand installations

Specific stand installations must be installed by persons particularly familiar with risks specific to the event, who have the necessary knowledge to have the works designed and executed in accordance with the present regulation. The electrical installation of each stand must be protected at its origin against surcharges and earth faults. All metal masses must be inter-connected and connected to the earth connection of the stand electrical connection. Electrical connections must be located inside parallel units. Mains switches incorporated into the supply cabinet must be permanently accessible to stand personnel.

### 3.3 Electrical equipment

All electrical equipment must comply with French or European norms.

### 3.4 Electrical cabling

Electrical cables must be insulated for a minimum nominal voltage of 500 Volts, which prohibits H 03 VHH (Scindex) cable in particular. Cables used must feature wires with individual protective sheaths, all wires housed in a common protective sheath. Mains conductors less than 1.5mm<sup>2</sup> are prohibited. All channels must feature a protective wire connected to the supply cabinet terminal connected to the general earthing system.

### 3.5 Equipment

Class O equipment must be protected by devices with a nominal differential current equal to at least 30mA. Class 1 equipment must be connected to the protective wire of the supply cable. The use of individual protective earths is prohibited. Discharge lamps supplied by high voltage must be installed in compliance with the rules of norm NF C 15.150. If they are enclosed in insulating sheaths, said sheaths must be made from M3 category material.

The switch stipulated in article 5 of NF C15.150 can be used instead of the command apparatus stipulated in article T 35 (3) of the corresponding stand. Surface sockets must be connected to circuits protected by protective devices against nominal current surges equal to at least 16A. All equipment items requiring higher power must be supplied by a specially adapted circuit. By way of exception to the provisions of article EL 6 (5), the usage of a multiple adaptor or a multiple unit supplied by a fixed socket is authorised (plug adaptors are prohibited).

### 3.6 Illuminated signs

Solely class 2 spotlights (norm NF C 20.030) are authorised. High voltage illuminated signs situated within reach of the general public or personnel working on the stand must be protected, in particular the electrodes, by a screen made from at least M2 material. The emergency cut-out command must be indicated and transformers located in a place that does not present any danger to persons. Their presence should be indicated by a board marked "DANGER HIGH VOLTAGE".

## 4 - INFLAMMABLE LIQUIDS & GASES

### 4.1 Authorised liquids

The use of particularly inflammable liquids (ethyleneoxide, carbon disulphide, etc...) is prohibited. Solely category 1 inflammable liquids may be used, to an upper limit of 5 litres per stand, as well as category 2, to an upper limit of 10 litres per 10m<sup>2</sup> (maximum of 80 litres).

By way of information, petrol falls under category 1, heating oil and alcohols between 40° and 60°, category 2.

The following precautions should be taken:

- 9kg powder extinguishers should be located nearby,
- A water-tight receptacle which can contain the whole combustible should be placed under the tanks,
- Refill the apparatus containing the liquid away from the general public.

### 4.2 Presentations of inflammable products

All inflammable liquid recipients presented on the stands must be empty (tins of paint, varnish, bottles, aerosol spray cans, etc...) with the exception of a few samples in a limited quantity.

### 4.3 Compressed gas, liquefied hydrocarbons

Usage of these products is only accepted for the specific needs of demonstrations that fall under the context and theme of a specific event. Bottles containing air, nitrogen and aerated gas are authorised without restriction. Compressed gas and liquefied hydrocarbons can be admitted (maximum 13kg bottle). Bottles without a pressure-reducing valve not used for demonstration purposes are prohibited. Bottles in use must always be placed out of reach of the general public and be protected against knocks.

They must be:

- Either separated from each other by a rigid, incombustible screen and located at a rate of one bottle at least every 10m<sup>2</sup> and with a maximum of six per stand,
- Shall be separated from each other by at least 5 metres with a maximum of six per stand.

No unlevel bottles, empty or full, must be stored inside the establishment.

Bottles must be either upright, or laid on the ground with the top carefully placed on a support, in such a manner that they are gently sloping, with the tap at the top. Oxygen, hydrogen and acetylene bottles are prohibited, unless special exemption is granted by the Director of SEAN Société d'Exploitation de l'Acropolis de NICE.

### 4.4 Pyrotechnical equipment & items

All pyrotechnical effects generating sound detonations, sparks, flames or smoke are formally prohibited. The use of carbon dioxide (CO<sub>2</sub>) to create smoke effects must be the object of a request to the Director of SEAN Société d'Exploitation de l'Acropolis de NICE.

## 5 - WORKING MACHINE & APPARATUS PRESENTATIONS

If machines or apparatus are presented working, a protected area must keep the general public at least one metre away from the machines; said distance may be increased after advice from the health & safety manager, depending on the risks. Moving parts, hot surfaces, points, blades, must be either protected by a rigid screen, or positioned at least one metre back from the aisles or areas accessible to the general public. Hydraulic safety features of engines presented in a static high position must be supplemented by a mechanical device to prevent untimely down stroke. All equipment presented must be correctly stabilised to prevent all risk of being knocked over.

### 5.1 Machines with thermal or combustion engines, automobile vehicles

Combustion gases must be evacuated outside in accordance with provisions approved by the administrator. Installations must be stopped at the end of demonstrations. Inside Nice Acropolis, petrol-driven vehicle tanks must be empty. If they are not fitted with an anti-theft cap, an adhesive band must prevent them from being opened. Alarm systems must be disconnected. Accumulator batteries terminals shall be made inaccessible. Floors must be protected.

### 5.2 Radioactive substances, X rays

All presentation of machines or equipment using substances that are radioactive or which generate X-rays must be the object of an authorisation request sent by the exhibitor to the competent administrative department. Prescriptions of article T43 of the Health &

Safety Regulations shall be complied with. Stands on which radioactive substances are presented must be constructed and decorated using M1 category materials.

Authorisation to present apparatuses emitting X-rays on stands may only be granted if the latter, and their accessories comply, with norm NF C74.100.

### 5.3 Prohibited materials, products & gas

The following are prohibited within the Nice Acropolis precinct:

- The distribution of samples or products containing an inflammable gas,
- Balloons inflated with inflammable or toxic gas,
- Articles made from celluloid,
- Pyrotechnical and explosive effects,
- Presence of ethyleneoxide, carbon disulphide, sulphuric ether and acetone.

## 6 - PROTECTION OF THE PUBLIC

All presentations and demonstrations performed shall be wholly at the exhibitor's liability. Moving parts, hot surfaces, points, blades, must be, either protected by a rigid screen, or positioned at least one metre back from the aisles or areas accessible to the general public. Hydraulic safety features of engines presented in a static high position must be supplemented by a mechanical device to prevent untimely down stroke. All equipment presented must be correctly stabilised to prevent all risk of being knocked over.

## 7 - ACCESSIBILITY OF HANDICAPPED PERSONS TO STANDS

### "Extracts from the decree of August 1<sup>st</sup> 2006"

(This information does not purport to summarise all regulations in terms of accessibility, if in doubt do not hesitate to consult us).

### 7.1 Reception of the public - Counters, welcome desks & booths

The height of at least one of the counters, desks or booths must be accessible to mobility-challenged persons, i.e.

- Be no more than 0.80m high
- Feature a cut out on the lower part at least 0.30m deep, 0.60m wide and 0.70m high to enable persons in wheelchairs to fit their feet and knees underneath.

### 7.2 Stands with raised floors

All stands fitted with a floor with between 2cm and 4cm high must feature a slope which does not exceed 33% around the entire edge.

All stands fitted with a floor over 4cm high onto to which the public has access must comprise an access ramp.

Said ramp shall be fully integrated into the stand (not infringing on the circulation aisle) and must be 0.90m wide and feature a slope

- With a 12% gradient if it is less than 0.50m long,
- With an 8% gradient if it is less than 2m long.

### 7.3 Visually handicapped

The quality of the lighting, artificial or natural, circulation routes must be such that the whole route is designed without creation of visual impediment. Sections of the route which might cause handicapped persons to lose balance must be the object of strengthened lighting or contrasted signage (black and yellow band, plant...).

Information must be visible, legible and easy for handicapped people to understand.

Information supports must stand out vis-à-vis with their immediate environment.

Information borne on said supports must be strongly contrasted in relation to the background, and written characters must be at least 15mm high on signage and direction information notices, otherwise 4.5mm.

### 7.4 Inspection visit

The sub-commission for handicapped accessibility shall come and inspect fitting out conformity prior to opening to the public.



# Exhibitor

## Manual

### For your booth

- Shell scheme booth
- Booth set up
- Your visual communication
- Electricity
- Water
- Get connected !
- When technology reach your booth
- Available services
- Decorative plants
- Exhibitor's food & beverage

**15th CONGRESS OF EUROPEAN  
ASSOCIATION OF HOSPITAL PHARMACISTS  
24 - 26 MARCH 2010**



# Exhibitor guide

## Booth set up

SEAN (Société d'Exploitation de l'Acropolis de NICE) can propose a range of different solutions to help you stand out, create an ambiance, attract visitors... Carpeting, fabric, canopies, etc... Why not hire our material to give your stand that personal touch?

### DECORATION

Hire, installation & dismantling: rate for whole event

Unit price excl. VAT

#### DS 01 Carpet

Covered with polyane (transparent protective film) during the set up period which will be removed by us when the trade show opens

Needle loom carpet (M3 norm) per m<sup>2</sup>: 5.40€

#### DS 02 Stretched fabric

Wall covering (M1 norm) on stand panel, per m<sup>2</sup>: 10.70€

#### DS 03 Canopy

Ceiling fabric (M1 norm), per m<sup>2</sup>: 13.90€

#### DS 04 BARRIER 101 double-sided carpet adhesive

For all carpets not laid by:  
SEAN Société d'Exploitation de l'Acropolis de NICE  
per roll (5cm x 25m): 11.90€

#### DS 05 Sale & laying of royal blue lightweight felt (1.80m wide) (M1 norm), per metre: 9.00€

Specify colour required on order form.

Contact us for visuals.

### MISCELLANEOUS FITTINGS

Hire, installation & dismantling: rate for whole event

Unit price excl. VAT

#### ED 01 Melamine-coated stand partition (H x W = 2.50 x 0.95m) with aluminium structure 28.20€

IF YOU REQUIRE A STORAGE AREA FOR YOUR STOCK:

#### ED 02 Security door unit Locking security door 79.10€

Painted aluminium framework  
10 €: Security deposit (for key) to be provided separately.  
White fascia with aluminium profile

#### ED 03 Additional melamine-coated partition (H x W = 2.50 x 0.95 m) 28.20€

#### ED 04 White fascia with aluminium profile excluding signage 19.40€

Height 20cm, 3 linear metres:  
for SEAN Société d'Exploitation de l'Acropolis de NICE stands only



▲ Security door unit  
Locking security door



▲ White fascia with aluminium profile

**VAT note:** in accordance with European legislation, SEAN Société d'Exploitation de l'Acropolis de NICE must invoice services inclusive of VAT to all companies, whether French or foreign.

**2010 Rates**  
SEAN Société d'Exploitation de l'Acropolis de NICE - Direction des Opérations - 1 Esplanade Kennedy 06300 NICE  
SA with a board of directors & supervisory committee with registered capital of 250 000 Euros  
APE code: 9004Z - NICE register of business Company registration N°: 493 387 997



# Exhibitor \* guide

## Your visual communication

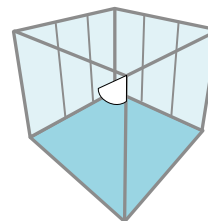
Find out how to save time producing your stand decoration with our digital printing service.

### SIGNS

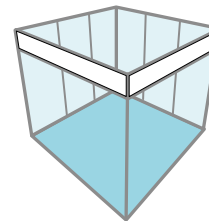
	Unit price excl. VAT
<b>EN 01</b> Aisle sign with colour lettering front and back on a white background	46.80€
<b>EN 02</b> Fascia lettered sign with coloured lettering on a white background	41.60€
<b>EN 03</b> Supplement: printing of your logo	45.80€

Specify sign name on order form.

Aisle sign



Fascia sign



### COLOUR PRINTING ON FOREX

	Unit price excl. VAT
<b>FO 01</b> Full height panel - 0.944m x 2.40m	224.40€
<b>FO 02</b> Panel 1.50m high - 0.944m x 1.50m	153€

### COLOUR PRINTING ON STRETCHED CANVAS

	Unit price excl. VAT
<b>BA 01</b> Printing on 400g PVC canvas - per m <sup>2</sup>	71.40€



Forex



Stretched canvas

**VAT note:** in accordance with European legislation, SEAN Société d'Exploitation de l'Acropolis de NICE must invoice services inclusive of VAT to all companies, whether French or foreign.

# Exhibitor \* guide

## Electricity

N.B.: only order extra power where necessary if your electrical connection is included.

### CONNECTIONS

Hire rates for the duration of the trade show

Unit price excl. VAT

<b>BM 01</b>	Single-phase 1kW/220V connection	197.90€
<b>BM 02</b>	Single-phase 3kW/380V connection	260.10€
<b>BT 01</b>	Tri-phase 6kW/380V connection with neutral	394.70€
<b>BT 02</b>	Tri-phase 10kW/380V connection with neutral	504.90€
<b>BT 03</b>	Tri-phase 15kW/380V connection with neutral	612.00€
<b>BT 04</b>	Tri-phase 20kW/380V connection with neutral Power > 20kW	709.90€ consult us

**Note:**

- 1kW = 1 000 W / - Frequency: 50 Hz
- Electrical consumption included.
- 1 x 220V 10/16A socket + earth supplied with each cabinet
- Cabinet protection: 30 mA circuit breaker
- For safety reasons, each electrical cabinet can only supply one stand.
- All electrical cabinet relocation shall be invoiced.

### EXTRA POWER\*

Hire rates for duration of trade show

Unit price excl. VAT

<b>PS 01</b>	Additional 1kW power	104.00€
<b>PS 02</b>	Additional 2kW power	128.50€
<b>PS 03</b>	Additional 3.5kW power	140.80€
<b>PS 04</b>	Additional 5kW power	157.10€
<b>PS 05</b>	Additional 6kW power	173.40€
<b>PS 06</b>	Additional 9kW power	227.50€
<b>PS 07</b>	Additional 11kW power	258.10€
<b>PS 08</b>	Additional 14kW power	301.90€
<b>PS 09</b>	Additional 19kW power	381.50€

\* Only if the connection is already included in your stand.

### CONNECTIONS

Hire rates for duration of trade show

Unit price excl. VAT

<b>CO 01</b>	3 Socket adaptor	5.40€
<b>CO 02</b>	10A/16A socket with earth on edge of stand, less than 3m from cabinet	24.90€
<b>CO 03</b>	10A/16A socket with earth on edge of stand, over 3m from cabinet	32.50€

### LIGHTING

Hire rates for duration of trade show

Unit price excl. VAT

<b>EC 01</b>	75W spotlight on bracket	33.60€
<b>EC 02</b>	150W halogen spotlight on bracket	46.60€
<b>EC 03</b>	Track fitted with 3 x 75W spotlights	55.20€



**Example :** 20 x 150W spot  
lights require a  
20 x 150W connection  
= 3000W or 3kW



**VAT note:** in accordance with European legislation, SEAN Société d'Exploitation de l'Acropolis de NICE must invoice services inclusive of VAT to all companies, whether French or foreign.



# Exhibitor \* guide

## Water

### CONNECTIONS

Hire rate for the duration of the show	Unit price excl. VAT
<b>BE 01 Water connections &amp; connection of your sink</b> - Water supply: pipe (15 x 21 diameter) with female connection (20 x 27 or 3/4 diameter). - Water waste: pipe (32mm diameter) with connector (49mm or 1/2 diameter).	324.80 €
<b>BE 02 Water connection with waste &amp; sink hire</b> Sink dimensions: (L X H X D) = 90 x 80 x 60cm	378.80 €
<b>BE 03 Connection of other appliances</b> <b>N.B: tell us what type of appliance you wish to connect on your order form</b>	74.40 €



#### Important, please consult us:

- N.B. certain locations cannot be supplied.
- Must consult us at the start of your project so that we indicate to you:
  - Feasibility of your request
  - Any extra cost depending on the location
- A floor with a minimum space of 5 cm shall be required to cover the necessary pipework.
- All water connection relocation shall be invoiced.

**VAT note:** in accordance with European legislation, SEAN Société d'Exploitation de l'Acropolis de NICE must invoice services inclusive of VAT to all companies, whether French or foreign.

**2010 Rates**  
SEAN Société d'Exploitation de l'Acropolis de NICE - Direction des Opérations - 1 Esplanade Kennedy 06300 NICE  
SA with a board of directors & supervisory committee with registered capital of 250 000 Euros  
APE code: 9004Z – NICE register of business Company registration N°: 493 387 997

# Exhibitor \* guide

## Get connected!

### TELEPHONE/ FAX

Hire rate for the duration of the trade show

Unit price excl. VAT\*

<b>TE 01</b>	Hire of telephone with 50 Euros excl. VAT call package RTC analogue line	180.50€
<b>TE 02</b>	Hire of telephone line for bank card reader (TPE)	137.70€
<b>TE 03</b>	Basic Numéris 2 x 64 Kb/s connection ** or ISDN line	259.10€
<b>TF 04</b>	Fax hire with A4 paper on RTC analogue line	452.40€

**NB:** lines are auto-switched, passing via the Nice Acropolis switchboard. This means that they may be incompatible with certain IT equipment. Consult us where necessary.

**TF 05** Reimbursable security deposit for Numéris unit loan: 318.20€ per unit

**TF 06** Reimbursable security deposit for fax loan: 403.40€ per machine

**Security deposit paid by non-cashed cheque, separate from the rest of the payment.**

\* Consumption in excess of this amount shall be invoiced at 40% over TELECOM rate.

\*\* Consumption shall be invoiced at 40% over TELECOM rate.

**Comments:** Exceeding of telephone credit shall be invoiced extra at the end of the event. Any unused credit shall not be reimbursed.

### INTERNET CONNECTIONS

Unit price excl. VAT

#### WIRE CONNECTION (symmetrical and guaranteed on RJ 45)

	For 1 day	For 2 days	For 3 days	For 4 days	For 5 days
512 Kb per sec	<b>IA 01</b> 328.40€	<b>IA 02</b> 403.90€	<b>IA 03</b> 479.40€	<b>IA 04</b> 555.90€	<b>IA 05</b> 655.40€
1 Mb per sec	<b>IB 01</b> 633.40€	<b>IB 02</b> 703.80€	<b>IB 03</b> 782.80€	<b>IB 04</b> 869.60€	<b>IB 05</b> 1 023.30€
2 Mb per sec	<b>IC 01</b> 1 137.60€	<b>IC 02</b> 1 258.30€	<b>IC 03</b> 1 399.00€	<b>IC 04</b> 1 554.00€	<b>IC 05</b> 1 828.90€

**N.B.:** connection is only valid for 1 computer. Additional IP addresses will be required if several computers are connected.

<b>IW01</b>	Extra connection (Fixed rate regardless of length of trade show)	97.40€
-------------	---	--------

#### WIRELESS CONNECTION

<b>IW02</b>	Individual WIFI internet access (for 1 computer, fixed rate regardless of the length of the trade show)	161.20€
-------------	--	---------

#### Notes:

Parameterisation and technical assistance during the event is included. Speed is guaranteed as far as the Acropolis access point (RJ45 connection point) We shall not be liable for distortion caused by your active equipment.  
Speeds over 2 Mb per sec: price on application.  
Wired or WIFI network creation: price on application.

**VAT note:** in accordance with European legislation, SEAN Société d'Exploitation de l'Acropolis de NICE must invoice services inclusive of VAT to all companies, whether French or foreign.

**2010 Rates**  
SEAN Société d'Exploitation de l'Acropolis de NICE - Direction des Opérations - 1 Esplanade Kennedy 06300 NICE  
SA with a board of directors & supervisory committee with registered capital of 250 000 Euros  
APE code: 9004Z - NICE register of business Company registration N°: 493 387 997

# Exhibitor \* guide

## When technology reach your booth ...

### AUDIOVISUAL - SCREEN EQUIPMENT HIRE

Unit price excl. VAT	For 1 day	For 2 days	For 3 days	For 4 days	For 5 days
32" LCD Screen PAL video & XGA data	<b>AA 01</b> 498.10€	<b>AA 02</b> 566.10€	<b>AA 03</b> 685.40€	<b>AA 04</b> 715.00€	<b>AA 05</b> 752.80€
42" 16/9 plasma screen Video - IT	<b>AB 01</b> 422.30€	<b>AB 02</b> 633.40€	<b>AB 03</b> 844.60€	<b>AB 04</b> 1 055.80€	<b>AB 05</b> 1 266.90€
50" 16/9 plasma screen Video - IT	<b>AC 01</b> 579.40€	<b>AC 02</b> 869.00€	<b>AC 03</b> 1 160.80€	<b>AC 04</b> 1 448.40€	<b>AC 05</b> 1 738.10€
60" 16/9 plasma screen Video - IT	<b>AD 01</b> 920.40€	<b>AD 02</b> 1 380.60€	<b>AD 03</b> 1 841.10€	<b>AD 04</b> 2 301.10€	<b>AD 05</b> 2 761.10€
Choice of screen stands: (specify on order form).					
- On special stand (height 1.50m):	<b>AE 01</b> 99.50€	<b>AE 02</b> 149.40€	<b>AE 03</b> 199.20€	<b>AE 04</b> 248.90€	<b>AE 05</b> 298.90€
- Mounted on partition*, installation suppl.:	108.10€	(fixed rate price)			
- On item of furniture (not supplied)					
For longer than 5 days - price on application					



**N.B.:** \*Does not fit on SEAN Société d'Exploitation de l'Acropolis de NICE modular stands. Requires a stable partition to drill 2 to 4 holes.

### AUDIOVISUAL - OTHER EQUIPMENT HIRE

Unit price excl. VAT	For 1 day	For 2 days	For 3 days	For 4 days	For 5 days
DVD reader (video screening)	<b>AG 01</b> 97.40€	<b>AG 02</b> 146.20€	<b>AG 03</b> 194.80€	<b>AG 04</b> 243.80€	<b>AG 05</b> 292.70€
Sound system on stand (one microphone with flex + 2 speakers)	<b>AH 01</b> 132.10€	<b>AH 02</b> 197.90€	<b>AH 03</b> 264.20€	<b>AH 04</b> 330.50€	<b>AH 05</b> 396.30€
25000 Lumens LCD video projector with 1.60m screen	<b>AI 01</b> 378.90€	<b>AI 02</b> 568.70€	<b>AI 03</b> 757.90€	<b>AI 04</b> 947.60€	<b>AI 05</b> 1 137.30€
Other audiovisual equipment	Price on application				
For longer than 5 days - price on application					

**VAT note:** in accordance with European legislation, SEAN Société d'Exploitation de l'Acropolis de NICE must invoice services inclusive of VAT to all companies, whether French or foreign.

#### 2010 Rates

SEAN Société d'Exploitation de l'Acropolis de NICE - Direction des Opérations - 1 Esplanade Kennedy 06300 NICE  
SA with a board of directors & supervisory committee with registered capital of 250 000 Euros  
APE code: 9004Z - NICE register of business Company registration N°: 493 387 997

# Exhibitor \* guide

## When technology reach your booth ...

### COMPUTER HIRE

Unit price excl. VAT

For 1 day For 2 days For 3 days For 4 days For 5 days

PC CORE 2 DUO 1Gb DDR COMPUTER **OA 01** 216.80 € **OA 02** 281.50 € **OA 03** 346.50 € **OA 04** 411.60 € **OA 05** 433.50 €  
100 Gb - 17" LCD SCREEN,  
DVD recorder +/-RW  
Network card, azerty or qwerty keyboard

PC CORE 2 DUO PORTABLE COMPUTER **OB 01** 281.50 € **OB 02** 357.50 € **OB 03** 436.10 € **OB 04** 441.50 € **OB 05** 492.70 €  
1 Gb / 100 Gb DVD RW  
Network card, azerty or qwerty keyboard  
1 500 € security deposit required

MINI-G5-CORE 2 MAC COMPUTER **OC 01** 324.90 € **OC 02** 421.30 € **OC 03** 519.70 € **OC 04** 617.10 € **OC 05** 649.70 €  
17" SCREEN, DVD +/-RW  
Network card, azerty or qwerty keyboard

For longer than 5 days - price on application

We can provide  
installations and  
equipment suited to  
your requirements.  
Price on application.



#### N.B.;

- Rates are based on delivery the day before with Windows XP.
- On site installation and maintenance included.
- Please consult us for any other equipment and configuration.

### PRINTER HIRE

Unit price excl. VAT

For 1 day For 2 days For 3 days For 4 days For 5 days

Black and white 26 ppm A4 laser printer **PA 01** 215.40 € **PA 02** 280.50 € **PA 03** 344.30 € **PA 04** 409.30 € **PA 05** 428.40 €

Colour 22 ppm A4 laser printer **PB 01** 294.10 € **PB 02** 351.40 € **PB 03** 411.10 € **PB 04** 471.20 € **PB 05** 530.80 €  
1 000 page allowance included  
+ 0.45 Euros per extra copy

For longer than 5 days - price on application

### MONITOR HIRE

Unit price excl. VAT

For 1 day For 2 days For 3 days For 4 days For 5 days

17" LCD Monitor **SA 01** 162.40 € **SA 02** 178.50 € **SA 03** 194.30 € **SA 04** 212.20 € **SA 05** 228.50 €

19" LCD Monitor **SB 01** 225.40 € **SB 02** 248.40 € **SB 03** 270.70 € **SB 04** 293.10 € **SB 05** 313.10 €

32" LCD Monitor 16/9 format **SC 01** 498.10 € **SC 02** 566.20 € **SC 03** 685.40 € **SC 04** 715.00 € **SC 05** 752.80 €  
for computer and video

For longer than 5 days - price on application

**VAT note:** in accordance with European legislation, SEAN Société d'Exploitation de l'Acropolis de NICE must invoice services inclusive of VAT to all companies, whether French or foreign.

**2010 Rates**  
SEAN Société d'Exploitation de l'Acropolis de NICE - Direction des Opérations - 1 Esplanade Kennedy 06300 NICE  
SA with a board of directors & supervisory committee with registered capital of 250 000 Euros  
APE code: 9004Z - NICE register of business Company registration N°: 493 387 997



# Exhibitor \* guide

## Available services

### STAFF

**N.B: MINIMUM 4 HOUR SERVICE.**

Unit price excl. VAT

#### Rates

<b>HO 01</b> French hostess or host	26.00 €/per hour
<b>HP 02</b> Bilingual hostess or host	29.10 €/per hour
<b>HO 03</b> Trilingual hostess or host	32.60 €/per hour
<b>MA 01</b> Handler	36.10 €/per hour
<b>AS 01</b> Security guard, daytime hourly rate (8am to 9pm)	21.50 €/per hour
<b>AS 02</b> Security guard, night-time hourly rate (8pm to 8am) & Sunday day rate (8am to 9pm)	23.80 €/per hour
<b>AS 03</b> Security guard, bank holiday daytime hourly rate (8am to 9pm)	31.50 €/per hour
<b>AS 04</b> Security guard, bank holiday night-time hourly rate (8am to 9pm)	44.90 €/per hour
<b>MC 01</b> Dog handler, daytime hourly rate (8am to 8pm)	23.40 €/per hour
<b>MC 02</b> Dog handler, night-time hourly rate (8pm to 8am) & Sunday daytime hourly rate (8am to 8pm)	25.00 €/per hour
<b>MC 03</b> Dog handler, bank holiday daytime hourly rate (8am to 8pm)	32.90 €/per hour

All services performed between 10pm and 6am shall be subject to a surcharge, price on application.

- Times & dates
- Assignment and tasks to be performed
- For hostesses only:
  - Languages required in addition to French for bilingual or trilingual personnel
  - Outfit (contact us for visuals)

Please contact us for hostess and handler working hours  
**AFTER MIDNIGHT OR ON BANK HOLIDAYS.**

Consult us for an **ENGLISH-speaking handler or a security agent.**  
**OTHER PERSONNEL: please consult us.**

### STAND CLEANING

Unit price excl. VAT

<b>NS 01</b> Daily stand cleaning (floor)	0.92 €/per day per m <sup>2</sup>
Tidying up prior to event opening	price on application
Specific cleaning (furniture, partitions, etc...)	price on application
Intermediate cleaning during the day	price on application

### WASTE REMOVAL

Unit price excl. VAT

<b>BM 01</b> Skip hire with waste removal	price on application
---	----------------------

**VAT note:** in accordance with European legislation, SEAN Société d'Exploitation de l'Acropolis de NICE must invoice services inclusive of VAT to all companies, whether French or foreign.

**2010 Rates**  
SEAN Société d'Exploitation de l'Acropolis de NICE - Direction des Opérations - 1 Esplanade Kennedy 06300 NICE  
SA with a board of directors & supervisory committee with registered capital of 250 000 Euros  
APE code: 9004Z - NICE register of business Company registration N°: 493 387 997

## Decorative plants

### CONTAINERS

	Hire rates for duration of trade show	Unit price excl. VAT
<b>VB 01</b>	Square or round container - 0.40m x 0.40m 4 plants H 0.30m to 1.20 m	64.30 €
<b>VB 02</b>	Rectangular container - 1m x 0.40m 8 plants H 0.40m x 1.20m	97.90 €
<b>VB 03</b>	Jardinière - 4 plants: H 0.30m to 0.60m	36.70 €
<b>VB 04</b>	Office partition - 3 flowering plants diam. 25 cm, H 35cm	36.70 €



### SINGLE PLANTS

	Hire rates for duration of trade show	Unit price excl. VAT
<b>VP 01</b>	Height 0.60m to 0.80m	15.30 €
<b>VP 02</b>	Height 1m to 1.20m	29.60 €
<b>VP 03</b>	Height 1.40m to 1.60m	45.90 €
<b>VP 04</b>	Kentia - height 1.80m to 2m	76.50 €
<b>VP 05</b>	Kentia - height 2.20m to 2.50m	101.00 €
<b>VP 06</b>	Weeping fig - height 1.80m to 2m	58.10 €
<b>VP 07</b>	Weeping fig - height 2.20m to 2.50m	81.60 €



Kentia

Weeping fig

### SINGLE FLOWERING PLANTS

	Hire rates for duration of trade show	Unit price excl. VAT
<b>VF 01</b>	Vresia, Gusmania	15.30 €
<b>VF 02</b>	Orchid	31.60 €
	Other flowers	price on application



### TREES & SHRUBS

	Hire rates for duration of trade show	Unit price excl. VAT
<b>VA 01</b>	Citrus fruits - height 1.20m to 1.60m	64.30 €
<b>VA 02</b>	Round bay tree - height 1.20m to 1.60m	55.10 €
<b>VA 03</b>	Box tree ball - height 1.20m to 1.60m	64.30 €
<b>VA 04</b>	Olive tree - height 2m to 2.50m	147.90 €
<b>VA 05</b>	Kentia palm tree bush - height 3m to 3.50m	128.50 €
	Other trees	price on application



Citrus fruits

Round bay tree

Box tree ball

Olive tree

**VAT note:** in accordance with European legislation, SEAN Société d'Exploitation de l'Acropolis de NICE must invoice services inclusive of VAT to all companies, whether French or foreign.

## Decorative plants

### PERSONALISED LANDSCAPING SCHEMES

Turf delivery & laying

Price on application



Contact us  
for your fully  
customised  
scheme !



### FLOWER DECORATIONS

Contact us for your personalised flower decoration



**VAT note:** in accordance with European legislation, SEAN Société d'Exploitation de l'Acropolis de NICE must invoice services inclusive of VAT to all companies, whether French or foreign.

**2010 Rates**

SEAN Société d'Exploitation de l'Acropolis de NICE - Direction des Opérations - 1 Esplanade Kennedy 06300 NICE  
SA with a board of directors & supervisory committee with registered capital of 250 000 Euros  
APE code: 9004Z – NICE register of business Company registration N°: 493 387 997

# Exhibitor's food & beverage

## COFFEE & TEA

Name	Unit price excl. VAT
<b>FN 01</b> Thermos of Coffee (1 litre)	18.40€
<b>FN 02</b> Thermos of Tea (1 litre)	18.40€

## BAR

Name	Unit price excl. VAT
<b>FN 03</b> Can Coca Cola/light (33 cl)	2.80€
<b>FN 04</b> Can Perrier Sparkling water (33 cl)	2.80€
<b>FN 05</b> Bottle Evian mineral water (50 cl)	3.10€
<b>FN 36</b> Bottle Evian mineral water (1 l)	4.25€
<b>FN 06</b> Can Minute Maid Orange (33 cl)	2.80€
<b>FN 07</b> Can Orangina soda (33 cl)	2.80€
<b>FN 08</b> Can Fanta/Sprite/Tonic (33 cl)	2.80€
<b>FN 09</b> 12 Cans Heineken Beer (33 cl)	36.70€
<b>FN 10</b> 12 Cans Kronenbourg '1664' Beer (33 cl)	30.60€
<b>FN 11</b> Bottle Côtes de Provence wine (75 cl)	17.30€
<b>FN 12</b> Bottle Bordeaux wine (75 cl)	20.40€
<b>FN 13</b> Bottle Champagne Brut (75 cl)	32.60€
<b>FN 14</b> Bottle Champagne Pommery (75 cl)	46.90€
<b>FN 15</b> Bottle Whisky Single Malt (75 cl)	51.00€

## ACCESSORIES

Name	Unit price excl. VAT
<b>FN 16</b> 200 paper napkins	10.20€
<b>FN 17</b> 50 plastic cups	13.30€
<b>FN 18</b> 10 champagne plastic glasses	13.30€
<b>FN 19</b> 10 kg ice cubes	15.30€
<b>FN 20</b> Water cooler (19 litres)	153.00€
<b>FN 21</b> Service staff 5 hours package	255.00€

## SNACKING

Name	Unit price excl. VAT
<b>FN 22</b> Roasted Peanuts (1 Kg)	12.20€
<b>FN 23</b> Natural flavored chips (4 packs)	15.30€
<b>FN 24</b> Fruit tray (20 assorted fruits)	20.40€
<b>FN 25</b> Surprise cheese party bread (36 pieces)	38.80€
<b>FN 26</b> Surprise cold cuts party bread (36 pièces)	38.80€
<b>FN 27</b> Mini club sandwiches (24 pieces)	38.80€
<b>FN 28</b> Prestige hors d'œuvre platter (48 pièces)	66.30€
<b>FN 29</b> Mini French pastries assortment (25 pièces)	29.60€
<b>FN 30</b> Assorted macarons (50 pieces)	54.10€
<b>FN 31</b> Assorted mini sweet cakes (40 pièces)	60.20€

## SMALL COCKTAIL

Name	Unit price excl. VAT
<b>FN 32</b> White wine Apéritif (1btl for 5), fruit juices, olives, chips & peanuts, minimum 30 pers.	12.20€/per capita
<b>FN 33</b> Champagne Apéritif (1btl for 5), fruit juices, olives, chips & peanuts, minimum 30 pers.	16.30€/per capita
<b>FN 34</b> MINI BAR: 6 cokes, 6 Perrier, 6 Minute Maid, 6 Evian, chips, olives & peanuts, 50 napkins & glasses.	89.80€
<b>FN 35</b> MAXI BAR: 6 Cokes, 6 Perrier, 6 minute maid, 6 Evian, chips, olives & peanuts, 2 btl. Champagne.	153.00€

**1 ORDER PER DAY  
minimum 80€HT.**

**The exhibitor's orders  
must be in 96 hours prior  
to the delivery date in  
order to be treated.**

**ALL ORDERS MUST  
BE FULLY PAID TO BE  
DELIVERED.  
NO GOODS ARE TAKEN  
BACK OR EXCHANGED.**

**VAT note:** in accordance with European legislation, SEAN Société d'Exploitation de l'Acropolis de NICE must invoice services inclusive of VAT to all companies, whether French or foreign.



# Exhibitor Manual

**Please return to us**

- General terms
- Order forms
- Health & Safety forms

**15th CONGRESS OF EUROPEAN  
ASSOCIATION OF HOSPITAL PHARMACISTS  
24 - 26 MARCH 2010**

#### ARTICLE 1 - ORDERS

##### 1.1 ACCEPTANCE OF GENERAL TERMS & CONDITIONS

Placements of ORDERS by CLIENTS with the company SEAN Société d'Exploitation de l'Acropolis de NICE implies full, unreserved acceptance of the present general terms and conditions of hire and sale.

##### 1.2 ORDER PLACEMENT

- All CLIENT orders to SEAN Société d'Exploitation de l'Acropolis de NICE must be placed by signing an ORDER FORM. The same applies for all order amendment requests and for all additional orders.
- All orders or order amendment requests from the CLIENT to SEAN Société d'Exploitation de l'Acropolis de NICE must be placed at least 30 working days before the 1st day of assembly/installation/delivery/service.
- CLIENTS shall not be granted any discount on ORDER amounts regarding equipment change requests after delivery compliant with the latter.
- Unless otherwise specifically agreed with our exposition department, payment of the full amount of the ORDER incl. VAT must be enclosed with the latter and shall be payable by cheque, transfer or bank card.

##### 1.3 ORDER CANCELLATION

Without prejudice to article 11 of the present general terms and conditions of sale, all order cancellations must be made by recorded delivery letter at least 10 working days before the equipment delivery date, as certified by date of first presentation.

#### ARTICLE 2 - RATES

##### 2.1 EXISTENCE OF SPECIAL RATES IN THE EXHIBITOR GUIDE

Unless otherwise specifically agreed, the applicable rate excl. VAT for hire or sale is the one in the EXHIBITOR GUIDE.

##### 2.2 ABSENCE OF RATES IN THE EXHIBITOR GUIDE

The rate for all of the other products and services in the EXHIBITOR GUIDE shall be decided by SEAN Société d'Exploitation de l'Acropolis de NICE on a case-by-case and on a quote basis.

##### 2.3 RATE INCREASE

- All ORDERS placed after the deadline stipulated in article 1.2 shall be subject to a 15% surcharge vis-à-vis the applicable rate (excl. VAT).

##### 2.4 VAT

In accordance with European legislation, SEAN Société d'Exploitation de l'Acropolis de NICE must invoice services inclusive of VAT to all companies whether French or foreign.

Foreign exhibitors can request reimbursement of VAT on invoices sent by the SEAN Société d'Exploitation de l'Acropolis de NICE by providing the tax authorities with the originals of invoices in the month following the event to:

DIRECTION GENERALE DES IMPOTS

Service de remboursement de la TVA

9, rue d'Uzès - 75084 PARIS CEDEX 02 - FRANCE

Tel: +33 (0)1 44 76 18 00

Or to a subject tax representative established in France who undertakes to complete the statutory obligations.

Company Easytax, for all information: <http://www.easytax.fr>

E-mail: [easytax@easytax.fr](mailto:easytax@easytax.fr)

#### ARTICLE 3 - CLIENT OBLIGATIONS

Claims regarding the condition of hired equipment shall not be accepted if they have not been the object, as of delivery, of a claim letter with documentary proof. The CLIENT is responsible for hired equipment, from delivery to collection.

He agrees to become the legal keeper (article 1384 of the Civil Code) of the hired equipment. In this respect, he is liable for any damage caused

to or experienced by the equipment entrusted to him.

The CLIENT also undertakes to use the hired equipment for the purpose for which is designed, and not to do anything or allow anything to happen that could cause its deterioration or its disappearance, and provide it with the standard maintenance necessary to keep it in working order, to comply where necessary with the specific recommendations and specific instructions for appropriate use and warnings from the SEAN Société d'Exploitation de l'Acropolis de NICE. He may not make any modifications however minor and/or proceed with any repairs thereto.

The hired equipment shall remain the property of the SEAN Société d'Exploitation de l'Acropolis de NICE. It may not be transferred, moved, nor seized.

The SEAN Société d'Exploitation de l'Acropolis de NICE reserves the right to retrieve the hired equipment as of the end of the event.

The CLIENT must take all measures to this end and withdraw in particular all items or documentation belonging to it. The SEAN Société d'Exploitation de l'Acropolis de NICE may not under any circumstances be held liable for the disappearance or any other damage during equipment collection.

Untidiness, damage or missing items recorded and certified on return shall be invoiced to the CLIENT at the replacement value of the property and/or costs and expense of repair outlaid by the SEAN Société d'Exploitation de l'Acropolis de NICE, payable by cheque on receipt of the invoice issued by the SEAN Société d'Exploitation de l'Acropolis de NICE.

For all damage caused to equipment during the hire period which needs replacing, the CLIENT must, in addition to the replacement value, pay the price of providing the new equipment for the outstanding term until the end of the event. The CLIENT undertakes to provide safekeeping of the hired equipment at its own expense. To this end, he shall take all useful measures and implement all means and personnel necessary. Exhibitors are recommended never to leave their stand unsupervised during assembly and dismantling of installations. Valuable items must be locked away. The SEAN Société d'Exploitation de l'Acropolis de NICE declines any liability for thefts, loss and damage which might occur, and recommends that each exhibitor protects their equipment and insures it for its full value.

#### ARTICLE 4 - INSURANCE - SECURITY DEPOSIT

##### 4.1 INSURANCE - CIVIL LIABILITY

The CLIENT hereby declares that it is insured for professional civil liability.

The SEAN Société d'Exploitation de l'Acropolis de NICE hereby declares that it is insured for civil liability in its capacity of:

- Hirer of space;
- Service provider associated with said hire;
- Operator of buildings for fixed, mobile, permanent or temporary installations used for exhibition purposes.

##### 4.2 DOSSIER ADMINISTRATION FEE

Contribution to dossier administrative fees is obligatory. Payment shall be enclosed with the order. Orders whose dossier administrative fee has not been paid shall not be processed.

##### 4.3 SECURITY DEPOSIT

Regardless of the type of event and for certain services (telephone, audio-visual, IT...) a security deposit by cheque shall be required on ORDER for equipment hire. The amount of said security deposit is specified in the EXHIBITOR dossier and shall vary according to the type of service (the security deposit is subject to VAT at the applicable standard rate). In the absence of payment of said security deposit by cheque, ORDERS shall not be processed and shall be deemed to have been cancelled.

The security deposit shall be returned to the CLIENT, after payment of all sums due and return of the equipment in good condition, on the indicated date. If the contrary is true, it shall be cashed.

#### 4.4 RECOURSE

Both the SEAN Société d'Exploitation de l'Acropolis de NICE and the CLIENT hereby renounce exercise of all recourse against the other for damages resulting from a fire, an explosion and/or water damage that might affect property and buildings provided and/or used during the event.

The same renunciation shall be granted by their respective insurers.

#### ARTICLE 5 - TERMS & CONDITIONS OF PAYMENT

Unless agreements to the contrary have been concluded with our exhibition company, payment of the whole ORDER amount incl. VAT must be enclosed with the latter and shall be payable by cheque, transfer or bank card. No discount shall be granted to the CLIENT for early payments.

All late payment of sums owed, for whatever reason, by the CLIENT to SEAN Société d'Exploitation de l'Acropolis de NICE, regardless of cause shall give rise to payment of a monthly surcharge of 2%, without serving of notice.

Any month commenced being due in its entirety.

#### ARTICLE 6 - COMPLIANCE WITH NORMS

The SEAN Société d'Exploitation de l'Acropolis de NICE shall provide on first request all documentary evidence of conformity and compliance of installed equipment in accordance with norms applicable in its area of business.

In the event that applicable regulations are amended, after order, or exceptional measures are taken by the competent authorities (police, fire services or other), the parties shall renegotiate upwards the financial conditions applicable to the present in such a manner as to take the financial impacts of said amendments and exceptional measures to be taken by the SEAN Société d'Exploitation de l'Acropolis de NICE into account.

#### ARTICLE 7 - JURISDICTION

It is hereby expressly agreed that solely the NICE commercial court is competent to hear disputes pertaining to the construction or execution of the present contract.

Clauses to the contrary stipulated in the CLIENT's commercial documents shall be deemed not to have been written.

#### ARTICLE 8 - PRECEDENCE OF THE GENERAL TERMS & CONDITIONS OF HIRE & SALE

It is hereby expressly agreed that the GENERAL TERMS AND CONDITIONS apply exclusively in all commercial relations binding the SEAN Société d'Exploitation de l'Acropolis de NICE with the present signatory CLIENT.

They shall override all earlier documents, all previous written or verbal agreements, as well as the CLIENT's general terms and conditions of purchase or hire, with respect to all of its terms.

#### ARTICLE 9 - APPOINTMENT OF OFFICIAL ADDRESS

For the purpose of executing the present document, the CLIENT and the SEAN Société d'Exploitation de l'Acropolis de NICE hereby appoint their formal addresses at their respective head offices.

#### ARTICLE 10 - TERMINATION CLAUSE

The SEAN Société d'Exploitation de l'Acropolis de NICE can terminate its contractual relations with the CLIENT, after serving of notice by Recorded delivery letter with acknowledgement of receipt has remained without effect for over 8 days, and/or immediately interrupt its SERVICE in the event that the CLIENT has failed to execute one or other of its obligations without prejudice to the other rights and recourse that may result thereof.

#### ARTICLE 11 - CLIENT ORDER CANCELLATION

For all total or partial cancellation of orders at the client's behest occurring less than 10 working days before the 1st day of installation/assembly/delivery/service, the order amount shall be invoiced to the client, even when the cause of said cancellation is foreign, external to it or due to a case of force majeure. In all circumstances, payments inclusive of VAT already made shall remain the property of the SEAN Société d'Exploitation de l'Acropolis de NICE. Cancellation must obligatorily be sent to the SEAN Société d'Exploitation de l'Acropolis de NICE by recorded delivery letter with acknowledgement of receipt within the set deadlines.

#### ARTICLE 12 - CANCELLATION BY THE SEAN SOCIÉTÉ D'EXPLOITATION DE L'ACROPOLIS DE NICE

The SEAN Société d'Exploitation de l'Acropolis de NICE may not be held liable in the event that a force majeure or chance event occurs as defined in article 1148 of the Civil Code. In the event of administrative closure imposed by serious events and/or decided by an authority holding powers in terms of health and safety and administrative policy, the CLIENT shall be reimbursed for any instalments paid, subject to deduction of the expenses outlaid by the SEAN Société d'Exploitation de l'Acropolis de NICE for order preparation.





15th CONGRESS OF EUROPEAN ASSOCIATION OF HOSPITAL PHARMACISTS

Event Name: \_\_\_\_\_ Stand Name: \_\_\_\_\_ Stand N°: \_\_\_\_\_

## HANDLER

Assignment & tasks to perform \_\_\_\_\_

Days & hours \_\_\_\_\_

## SECURITY

Assignment & tasks to perform \_\_\_\_\_

Days & hours \_\_\_\_\_

## HOSTESS

Assignment & tasks to perform \_\_\_\_\_

Days & hours \_\_\_\_\_

Language :  French  English  German  Italian  Other (specify): \_\_\_\_\_

Hostess outfit (contact us for visuals) : \_\_\_\_\_

## STAND DECORATION

Carpet - Specify colour: \_\_\_\_\_  Stretched fabric - Specify colour: \_\_\_\_\_

Awning - Specify colour: \_\_\_\_\_

Sign on your stand excluding sign included with classic stand: (maximum 20 characters)

--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--



# Exhibitor's food & beverage ordering sheet

Exhibitor  
guide

15th CONGRESS OF EUROPEAN ASSOCIATION OF HOSPITAL PHARMACISTS

**THE EXHIBITOR'S ORDERS MUST BE IN 96 HOURS PRIOR TO THE DELIVERY DATE IN ORDER TO BE TREATED:**

**SEAN SOCIÉTÉ D'EXPLOITATION DE L'ACROPOLIS DE NICE**  
**FOOD AND BEVERAGES - 1 ESPLANADE KENNEDY BP4083 - 06302 NICE CEDEX 4**  
**CONTACT : M. JOURDAN GASSIN DIRECTEUR FNB AND SERVICES**  
Tel. : +33(0)4 93 92 83 15 | Fax : +33(0)4 93 92 83 48  
E-mail : mathieu.jourdangassin@nice-acropolis.com

Order deadline

**february 22**

**96 HOURS  
BEFORE DELIVERY**

Event Name: \_\_\_\_\_ Stand Name: \_\_\_\_\_ Stand N<sup>b</sup>: \_\_\_\_\_

## CONTACTS

### DOSSIER PREPRATION & TRACKING CONTACT

Name: \_\_\_\_\_ Company: \_\_\_\_\_  
Tel.: \_\_\_\_\_ Fax: \_\_\_\_\_ E-mail: \_\_\_\_\_

### STAND MANAGER ON SITE

Name: \_\_\_\_\_ Company: \_\_\_\_\_  
Tel.: \_\_\_\_\_ Fax: \_\_\_\_\_ E-mail: \_\_\_\_\_

### STAND DESIGNER

Name: \_\_\_\_\_ Company: \_\_\_\_\_  
Tel.: \_\_\_\_\_ Fax: \_\_\_\_\_ E-mail: \_\_\_\_\_

## INVOICING ADDRESS

Company name: \_\_\_\_\_  
Address: \_\_\_\_\_  
Postcode: \_\_\_\_\_ Town: \_\_\_\_\_ Country: \_\_\_\_\_  
Company registration No (French companies): \_\_\_\_\_  
OR Intra-community VAT No (European companies): \_\_\_\_\_

## SIGNATORY

Name \_\_\_\_\_  
Job title \_\_\_\_\_ Date \_\_\_\_\_

Signature\* & stamp

\*The present signature acknowledges full, unreserved agreement to the general terms and conditions of hire and sale, the client duly acknowledging that it has received and is duly acquainted therewith.

# Exhibitor's food & beverage ordering sheet

**THE EXHIBITOR'S ORDERS MUST BE IN 96 HOURS PRIOR TO THE DELIVERY DATE IN ORDER TO BE TREATED:**  
**SEAN SOCIÉTÉ D'EXPLOITATION DE L'ACROPOLE DE NICE - FOOD AND BEVERAGES - 1 ESPLANADE KENNEDY**  
**BP4083 - 06302 NICE CEDEX 4 - CONTACT : M. JOURDAN GASSIN DIRECTEUR FNB AND SERVICES**  
 Tel. : +33(0)4 93 92 83 15 | Fax : +33(0)4 93 92 83 48 | E-mail : mathieu.jourdangassin@nice-acropolis.com

Event Name: \_\_\_\_\_ Stand Name: \_\_\_\_\_ Stand N°: \_\_\_\_\_

## YOUR STAND CATERING ORDER

Item Code	Name	Qty	N° of days	Date of delivery	Unit Price excl. VAT €	Total price excl. VAT €

**VAT note:** in accordance with European legislation, SEAN Société d'Exploitation de l'Acropolis de NICE must invoice services inclusive of VAT to all companies whether French or foreign.

Foreign exhibitors can request reimbursement of VAT on invoices sent by the SEAN Société d'Exploitation de l'Acropolis de NICE by providing the tax authorities with invoice originals within one month of the event to:

Company Easytax for all information: <http://www.easytax.fr>  
 E-mail : easytax@easytax.fr

TOTAL EXCL. VAT

VAT 19.6%

**TOTAL INCL. VAT**

## TERMS & CONDITIONS OF PAYMENT

**100% OF THE AMOUNT INCLUDING VAT ON ORDER**

Please make a combined payment for all of your orders: all bank charges shall be paid by the order placer. Orders not accompanied by full payment incl. VAT (cheque, transfer, credit/debit card) will not be processed.

**Cheque** made payable to the SEAN Société d'Exploitation de l'Acropolis de NICE – **Cheque No bank:** \_\_\_\_\_

**Bank transfer** with the name of the event for reference purposes (attach a copy of the transfer order):

SEAN Société d'Exploitation de l'Acropolis de NICE

Bank : BNP PARIBAS – LYON METROPOLE ENTREPRISES Le Bonnel 20, rue Villette 69003 LYON - FRANCE

### RIB / BBAN

Bank code	Branch code	Account N°	RIB code	Domiciliation	Swift address:
30004	02249	00010941791	84	LYON METROPOLE ENTREPRISES	BNPAFRPLPD

### IBAN

IBAN	Bic
FR76 3000 4022 4900 0109 4179 184	BNPAFRPLPD

**Payment by bank card:**  Carte bleue  Eurocard/Mastercard  Visa  American Express

I hereby authorise SEAN Société d'Exploitation de l'Acropolis de NICE to debit my payment card

Card N° \_\_\_\_\_ Expiry date \_\_\_\_\_ Security code (see below)\* \_\_\_\_\_

\* VISA & MASTERCARD: last 3 numbers on the signature strip on the back of the card - AMEX: 4 numbers Above the card number.

**Amount incl. VAT in Euros:** \_\_\_\_\_ **Reason for debit: event order**

**Cardholder family & first name:** \_\_\_\_\_ **Date of birth:** \_\_\_\_\_

## SIGNATORY

Name \_\_\_\_\_

Job title \_\_\_\_\_ Date \_\_\_\_\_

Signature\* & stamp

\*The present signature acknowledges full, unreserved agreement to the general terms and conditions of hire and sale, the client duly acknowledging that it has received and is duly acquainted therewith.

# Health & Safety forms

Exhibitor  
guide

15th CONGRESS OF EUROPEAN ASSOCIATION OF HOSPITAL PHARMACISTS

Event Name: \_\_\_\_\_ Stand Name: \_\_\_\_\_ Stand N°: \_\_\_\_\_

Please return to: SEAN Société d'Exploitation de l'Acropolis de NICE – DIRECTION TECHNIQUE  
1 Esplanade Kennedy – BP 4083 – 06302 NICE CEDEX 4  
Tel: +33(0)4 93 92 82 00 – Fax: +33(0)4 93 92 82 55

## COMPANY

Company name: \_\_\_\_\_  
Address: \_\_\_\_\_  
\_\_\_\_\_  
Stand manager: \_\_\_\_\_  
Job title: \_\_\_\_\_  
Telephone: \_\_\_\_\_ Fax: \_\_\_\_\_  
E-mail: \_\_\_\_\_

Return deadline

february 22

## STAND DESIGNER / DECORATOR

Company name: \_\_\_\_\_  
Address: \_\_\_\_\_  
\_\_\_\_\_  
Stand manager: \_\_\_\_\_  
Job title: \_\_\_\_\_  
Telephone: \_\_\_\_\_ Fax: \_\_\_\_\_  
E-mail: \_\_\_\_\_

This health & safety form is **MANDATORY** for ALL exhibitors

- **Working equipment declaration:** if you have nothing to declare, simply tick the corresponding box.
- **Health & Safety questionnaire:** to be completed only for stand materials provided by you (materials, furniture, construction materials...). Do not complete for fittings or furniture supplied by SEAN Société d'Exploitation de l'Acropolis de NICE. If you have nothing to declare, simply tick the corresponding box. Please return the materials certificates to us with this form.
- **Electrical conformity certificate:** tick the box corresponding to your situation.
- **Customised stands:** please provide us with your project plans for approval by our security manager.

Stand surface area: \_\_\_\_\_ m<sup>2</sup>

We will be providing and assembling our own stand.  We have chosen the classic Nice Acropolis stand.

No floor  Floor area \_\_\_\_\_ m<sup>2</sup>

Date: \_\_\_\_\_

Name: \_\_\_\_\_

Capacity: \_\_\_\_\_

Signature :

Company stamp

Health & Safety manager's signature

15th CONGRESS OF EUROPEAN ASSOCIATION OF HOSPITAL PHARMACISTS

Event Name: \_\_\_\_\_ Stand Name: \_\_\_\_\_ Stand N°: \_\_\_\_\_

## WORKING EQUIPMENT DECLARATION

I HEREBY DECLARE THAT I HAVE NOT BROUGHT IN NOR WILL BE USING ANY APPARATUS OR PRODUCT REQUIRING THIS FORM TO BE COMPLETED

### SPECIFIC RISKS

Electrical energy source > 100KVA: \_\_\_\_\_

Inflammable liquids (other than car petrol tanks): \_\_\_\_\_

Type: \_\_\_\_\_ Quantity: \_\_\_\_\_

Mode of use: \_\_\_\_\_

### RISKS REQUIRING AN AUTHORISATION REQUEST OR A SPECIAL DECLARATION:

Thermal or combustion engines: \_\_\_\_\_

Smoke generators: \_\_\_\_\_

Butane-Propane gas: \_\_\_\_\_ Quantity: \_\_\_\_\_

Other dangerous gases (acetylene, oxygen, hydrogen, etc....): \_\_\_\_\_

Type: \_\_\_\_\_ Quantity: \_\_\_\_\_

Radio-active source: \_\_\_\_\_

X ray: \_\_\_\_\_

Laser: \_\_\_\_\_

Apparatus with a naked flame: \_\_\_\_\_

Other cases: \_\_\_\_\_

## ELECTRICAL CONFORMITY CERTIFICATE

- I am using a classic modular stand.
- I hereby declare that I will not be performing any electrical installation work.
- I hereby declare that the electrical installation work on this stand has been performed by competent personnel in compliance with regulations and that the equipment used complies with existing norms in public establishments.

CONGRESS OF EUROPEAN ASSOCIATION OF HOSPITAL PHARMACISTS

Event Name: \_\_\_\_\_ Stand Name: \_\_\_\_\_ Stand N°: \_\_\_\_\_

### HEALTH & SAFETY QUESTIONNAIRE

I HEREBY DECLARE THAT I HAVE BROUGHT IN NO ITEMS THAT REQUIRE THIS TABLE TO BE COMPLETED.

Materials	Plan location	Thickness in mm	Description / commercial brand	REQUIREMENT	Classification	
					Planned	Laboratory: certificate number
<b>FRAMEWORK</b>				<b>M3</b>		
<b>PARTITIONS</b> Hard wood Soft wood Laminate Chipboard Melamine-coated				<b>M3</b> Thicknesses: 14 mm 18 mm 18 mm 18 mm 7 or 8 mm		
<b>PARTITION COVERINGS</b>				<b>M2</b>		
<b>FLOOR COVERINGS</b>  Carpet (floor) Carpet (podium or platform)				<b>M4</b> <b>M3</b>		
<b>CEILING</b>  Canopy				<b>M1</b>  Smoke permeable		
<b>PLASTIC MATERIALS</b>				<b>M2</b>		
<b>PAINTS</b>				<b>Water-based</b>		
<b>DECORATIVE ELEMENTS</b>  Hangings Curtains Nets Relief elements				<b>M2</b>		
<b>TRANSPARENT OR TRANSCENT ELEMENTS</b>				<b>Glass:</b> toughened or laminate  <b>PVC or polycarbonate:</b> <b>M2</b>		
<b>FITTINGS &amp; FURNITURE</b>  Artificial flowers				<b>M3</b>  <b>M2</b>		