Exhibitor information for EAHP 2019

TIMINGS

Exhibition opening hours
Wednesday, March 27 10.15 – 20.00
Thursday, March 28 08.30 – 18.00
Friday, March 29 09.00 – 12.00

Service staff is available until 22.00. Security and access are available at all opening times.

Exhibitor’s build-up entrance:
Plaça de Willy Brandt 11-14
Barcelona, Spain

Please send the list of names of the stand builders by March 1st, 2019, to congress@eahp.eu

Anyone entering the exhibition area during build up will need to provide identification at the entrance.

Set-up schedule
Monday, March 25 08.00 – 00.00
Tuesday, March 26 08.00 – 00.00

Dismantling schedule
March 29 13.00 – 00.00

SAFETY RULES INSIDE THE CCIB
Please read it carefully:
http://www.ccib.es/uploads/sfSympalBossMediaPlugin/document/372ac1c78d948092865e9f92df8fc323403f60e.pdf

The use of safety shoes/boots inside the facilities during the setting and disassembling of the stands is mandatory. This applies to everyone entering the exhibition area during build-up times. Breaching the safety rules may lead to immediate removal from the centre facilities.

STAND ORDERS & QUESTIONS
Please make your orders no later than February 22, 2019. The CCIB will reserve the option to increase the rate 20% of the price stated in the manual to the services requested after this date. 7 working days before the setup (Thursday, 14th March 2019), no more orders will be accepted.

Orders can be done through the following links (2 different links are provided: one for services and a second one for F&B only) *

*The provided links are ONLY FOR STANDS. If your company is holding an industry satellite event or has rented a meeting room, a different order form will be provided.
*Prices might be subject to change in 2019.


CONTACT DETAILS FOR EXHIBITION AT CCIB
E-mail: stands@ccib.es
Phone number: +34 932301000

EXHIBITOR INSURANCE
Exhibitors must obtain and provide sufficient insurance covering legal liability and all damage coverage
for damages made to the congress centre by your company staff or builders, the goods belonging to your company or goods entrusted to your company so that the congress centre will not be troubled for claims whatsoever.

SHIPMENT TO & FROM THE CCIB
All transportation is arranged by DHL.
Please see EAHP webpage:
http://www.eahp.eu/congresses/exhibitors#node_congress_exhibitors_page_group_shipping

BUILDING & TECHNICAL REGULATIONS
The technical exhibition floor plan can be found HERE. Please check the water* points, electrical ducts, hanging points, etc.

*Water access is only available in some spots, please make sure to check the technical plan to confirm you have access to water.

- GENERAL RULES
Please read the GENERAL REGULATIONS 2018 of the CCIB:
http://www.eahp.eu/congresses/exhibitors#node_congress_exhibitors_page_group_contracts

F&B is an exclusive service provided by CCIB.

Please read it carefully. Signature is required. The signed General regulations should be sent back to stands@ccib.es

- SPECIFIC RULES
1. Height of the stands: Max build height: 4,5m, and add-ons up to 8m
2. The back walls of the stands built by exhibitors cannot be used by other exhibitors. Exhibitors cannot affix anything to the back of the walls without permission from EAHP.
3. Visual aspect of the rear side of the back wall of non-shell scheme stands: it should be white, without images.
4. No information can be printed or painted on the booth’s rear side wall, when this wall is higher than the booth next to it.
5. A ramp will have to be built when the booth is built in a platform over 10cm high. Up to 10cm, no ramp will be needed.