

SICOT / SIROT / SOF
31 August – 3 September
2010

Technical Guide: Setup & Dismantling, Stand Equipment, Goods Handling & Transport, etc.



Exhibitors' entrance

The applicable exhibitor entrance during setup and dismantling is the goods entrance on Mässans Gata 6 / via elevator to hall H / the Congress Hall (see map in "Goods Handling & Transport") and via entrance No. 1 from the Gårda Focus Car Park level 3.

Fire protection and security

All aisles and passageways, emergency exits and doors must be kept free of obstructions at all times. The same applies to fire extinguishers, signs for fire extinguishers and emergency exit signs. Flammable goods, highly flammable liquids and pressure vessels for gas may not be brought onto the fair premises, except by special permission from the Security Officer. The same restriction also applies to smoke and all forms of naked flame. For further information please visit our homepage:

www.monterservice.com

Security Manager:

Kristian Hansson

E-mail: kristian.hansson@svenskamassan.se

Goods handling & transport

Goods consignments **must be pre-booked** no later than 5 days before delivery and collection. Please book these times via:

Fax: +46 (0)31 708 8707

E-mail: transport@svenskamassan.se

An extra charge will be debited for deliveries/collections that have not been pre-booked!

Address for goods consignments:

The Swedish Exhibition & Congress Centre

SICOT SIROT SOF

Exhibitor's company name & Stand No.

Mässans Gata 6

SE-412 51 Göteborg

SWEDEN

Cars/Lorries

Access to the Swedish Exhibition and Congress Centre's loading site is from Örgrytevägen (see map).

Our unloading/loading area is limited and we can, therefore, only permit you to stay in the loading site for approx. 15 minutes.



The aisles between the stands in the exhibition halls must not be blocked by exhibition goods or empty packaging.

High structures / high advertising

The standard height of exhibition stands is 2.5 metres. If you wish to build a stand or a section in your stand higher than 2.5 metres, please submit a drawing to the Swedish Exhibition and Congress Centre in due time.

Insurance

The exhibiting company is responsible for all material (both rented and own) in their stands. The Swedish Exhibition & Congress Centre can offer you an advantageous insurance!

Moving-in / setup

Moving-in times:

Monday, 30 August, 08:00-20:00

Tuesday 31 August, 07:00-09:00

During the moving-in period, exhibitors should use entrance 1 (exhibitors' entrance), reached via the multi-storey car park at Gårda shopping centre level 3.

No one under the age of eighteen is permitted in the halls during the moving-in and out-period.

During the moving-in period, mobile recycling stations will be provided in the halls so that all waste can be recycled.

Moving-out / dismantling

No exhibitor is allowed to dismantle their stand, or remove any exhibition material, before closing hours on the last exhibition day.

Moving-out times:

Friday, 3 September, 12:00-18:00 (might be a small change)

Saturday, 4 September, 08:00-13:00

If dismantling times are not kept, dismantling and removal will be performed at the exhibitor's expense and risk.

Opening hours

Opening hours for visitors to the exhibition:

Following the daily programme for the meeting.

Visitors will reach the exhibition / congress via entrance No. 8.

Parking

You can buy parking cards for private cars (maximum height 2.1 m) in the Gårda Affärscentrum car park. The cards can be purchased from automatic machines on levels 2 and 3 in the car park. The cost is SEK 300 for 0-7 days and SEK 400 for 0-14 days. It is also possible to buy hourly tickets. The automatic machines accept Diners, petrol cards and 10-kronor coins. Open 7 days a week from 07:00 to 24:00. There is a bridge leading across to the Swedish Exhibition & Congress Centre and entrance No. 1 (exhibitors' entrance) from level 3 in the car park. The address to this car park is: Åvägen 34, SE-412 51 Göteborg.

Parking is also available in the vicinity: Gårda Car Park on Tomtegatan, Scandinavium's car park on Valhallagatan, Burgården Car Park on Skånegatan, Ullevi's car park on Skånegatan and Liseberg's car parks at the main entrance on Örgrytevägen and at the southern entrance on Mölndalsvägen.

It is easy to get a taxi outside Hotel Gothia Towers.

Smoking

Smoking is **not allowed** at all, day or night, in any part of the halls at the Swedish Exhibition & Congress Centre.

Stand equipment

Orders for technical services, stand construction and equipment can be sent by:
Fax: +46 (0) 31 708 8630
E-mail: gunilla.hansson@svenskamassan.se
or via our website: www.monterservice.com

Orders should be submitted **no later than 17 August 2010**. (A 25% surcharge on the prices quoted will apply during the moving-in period and during the ongoing exhibition.)

Please remember to include a stand drawing with indications showing the installations ordered.

If you have any queries, please do not hesitate to contact the Exhibition Manager:

Gunilla Hansson
Tel.: +46 (0)31 708 8074
E-mail: gunilla.hansson@svenskamassan.se

Stand lighting

Stand lighting and gantry lighting must be switched off each night when the exhibition closes!

Stand partition walls

The Swedish Exhibition & Congress Centre will not automatically provide partition walls, but partition walls can be ordered together with other technical equipment.

Please note! A wall of more than 4 metres in length will require supporting walls to be installed.

Technical regulations

For technical information regarding stand construction, installations & connections, fire protection, safety, health & work environment, please visit www.monterservice.com.

Wayfinder

From Göteborg Central Train Station by tram

Take tram No. 2, 4 or 13. From nearby Brunnsparken you can take tram No. 4 or 5. The trams stop at Korsvägen, just opposite the Swedish Exhibition & Congress Centre.

From Landvetter Airport

Take the Airport bus or taxi to Korsvägen (opposite the Swedish Exhibition & Congress Centre's main entrance).

From Göteborg City Airport (Säve Flygplats)

Take the Airport bus or taxi to Nils Ericssonsplatsen / Centralstationen. Take the tram as mentioned above.

By car

On arriving in Göteborg, turn off at the "Mässan Scandinavium Liseberg" sign. Park in the Gårda Shopping Centre multi-storey car park (maximum height 2.1 m), adjacent to the Swedish Exhibition & Congress Centre and Hotel Gothia Towers. Foot bridge to the Swedish Exhibition & Congress Centre available.

E6 highway northbound Stockholm/Oslo or southbound Malmö.

E20 highway northbound Stockholm/Oslo or southbound Malmö.

Route 40 from Borås.

Route 45 from Karlstad.

Websites

www.monter-service.com
www.sicot.org

Swedish Exhibition & Congress Centre – an overview

