

MAP



DISMANTLING

No exhibition items may be removed from the stand without a written permission from the expo management before the exhibition closes Thursday 9 May at 4:00 pm.

Dismantling may not begin before 4:00 pm on the last opening day of the fair Thursday 9 May.

Thursday 9 May:

- 4:00 pm: The expo closes for visitors and dismantling begins.
External assistants have access to the expo area - only with presentation of a valid work identity badge.
Driveway for all vehicles: Kaj Zartow Road → Gate/Port 13 → P4 → Gate/Port 25 → Hall M - see map above.
- 6: 00 pm Pressurised air, water, drainage and power supply to the stands are disconnected.
- 10:00 pm Dismantling closes. Continues Friday 3 November

Friday 10 May:

- 7:00 am - 7:00 pm Dismantling continues.
- Exhibitor badge or work identity badge must be brought and displayed on request for all the above-mentioned periods.

OPENING HOURS - VISITORS

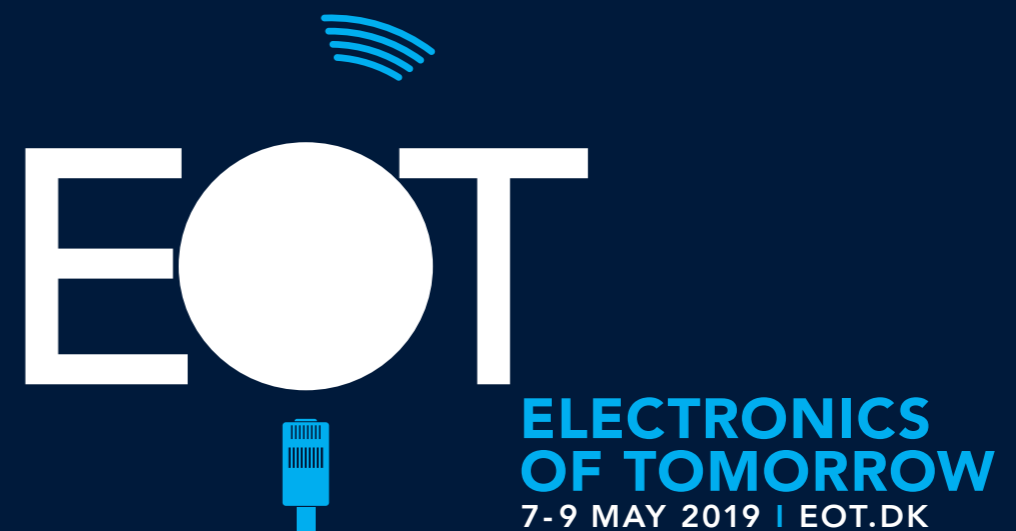
Tuesday	7 May	9:00 am - 4:00 pm
Wednesday	8 May	9:00 am - 4:00 pm
Thursday	9 May	9:00 am - 4:00 pm

OPENING HOURS - EXHIBITORS

During construction:	Monday	6 May	7:00 am - 7:00 pm
During the fair:	Tuesday	7 May	8:00 am - 4:30 pm
	Wednesday	8 May	8:00 am - 4:30 pm
	Thursday	9 May	8:00 am - 4:30 pm
During dismantling:	Thursday	9 May	4:00 pm - 10:00 pm
	Friday	10 May	7:00 am - 7:00 pm

EXHIBITOR GUIDE

Welcome to
EOT - Electronics of Tomorrow 2019



1ST AID:

Next to Hall E - See map at page 4. Tel. +45 9926 9302

CATERING CONCEPT - OUTSTANDING HOSPITALITY

Full catering during expo days for visitors and exhibitors and the opportunity to eat in the exhibition area create the perfect conditions for networking with customers, suppliers and partners throughout the day at EOT.

CATERING - CONSTRUCTION AND DISMANTLING

Corner Bistro at West Entrance receives cash, credit cards and exhibitor credit cards:
Monday 8:30 am - 7:00 pm
Friday 8:30 am - 1:00 pm

CLEANING OF STANDS

Daily cleaning of the stand is included in the stand hire. This includes dusting of furniture, emptying of bins and washing or vacuuming of floor area. Daily cleaning does not include exhibited items and storage.

DISMANTLING OF STANDS

- See page 4

DISTRIBUTION OF MARKETING MATERIALS

You are welcome to distribute brochures etc. directly from your own stand at the expo. Brochures and the like can also be handed in at the Press Centre. Distribution of promotional materials, newspapers, journals, brochures and the like to the other stands are not allowed. However, on special occasions - and for a fee - exemption may be granted.

ELECTRICAL POWER

IMPORTANT! Please note that all power connections in the hall are made with an earth connection - for 230V this is a 3-pinned plug. It is important when you connect electrical equipment on your stand that the earth wire is also connected - this can be done with the use of an approved adapter. Please contact the Hall Inspector if you have any questions.

EMERGENCY

If there is a situation, where you need an ambulance or you may already have called for an ambulance, please notify the MCH Staff immediately - either at tel. + 45 9926 9926 or + 45 9926 9858 or by contacting the hall inspector. Then we have optimal conditions for guiding the ambulance quickly and safely from the MCH gates to the specific hall.

EXHIBITOR BADGE

As an exhibitor, you are required to staff your stand throughout the expo period. Everyone working on the stand during the expo days must have an exhibitor badge to be shown at the entrance and exit of the expo. The exhibitor badge is valid during construction, opening days and dismantling. The badge is personal and must be worn visibly.

EXHIBITOR CREDIT CARD

We automatically issue 1 exhibitor credit card per stand number. The exhibitor credit card must be picked up by the exhibitors at the Organiser Office in Hall M. If you need more cards, please write an email to kortservice@mch.dk. Additional cards must also be picked up at the Organiser Office.

FIRE CONDITIONS

It is the duty of the exhibitor to follow all recommendations from the fire authorities. It is up to all exhibitors to obtain the necessary approvals. For questions, contact Idé & Design: Mette Leth, tel. +45 99 26 98 18, email mfl@mch.dk, or Lone Jensen, tel. +45 99 26 98 86, email lop@mch.dk.

The following are NOT allowed:

- To exceed the rented stand area, as the hallways are escape routes.
- To block access to fire extinguishers, fire equipment or fire detection and output views.
- To use back rooms for storing empty packaging.
- To exhibit or store fireworks, spray bottles, flammable contents, pressure bottles, etc.

Everything easily flammable, including artificial plants and flowers, must be fire-repellent.

Use of open fire

The fire authorities have streamlined the rules for all exhibition centres in Denmark, so the same rules must be followed throughout the country. Herning Kommunale Beredskab has therefore instructed MCH Messecenter Herning to follow the following rules in relation to open fire on the stands:

The use of open fires/naked flames, including all types of candles, for decorative purposes is not permitted on the stands.

- The use of open fires/naked flames on stands may be permitted on submission of a written application to the organiser.
- A condition for permission being granted is that the effective demonstration of the product depends on the use of an open fire/naked flame. Suitable fire-extinguishing equipment must be kept on the stand.
- The use of open fires/naked flames, including candles, will normally be permitted in food serving areas, table/chair displays and similar areas without exhibited objects and inflammable decorations. Additional fire-extinguishing equipment is not required in these areas.

INTERNET ACCESS

All MCH's indoor areas have wireless internet. The use of the wireless internet is free. As an exhibitor, you can achieve a faster speed by using the following free login:

- Network: MCHex
- Username: eot
- Password: mch2019

If you have questions, please contact the Organiser Office.

MAIL AND PACKAGES

Mail and packages to exhibitors are brought to the stand every day. All shipments must be clearly marked with company name and stand number.

NOISE

For the sake of other exhibitors, the noise level from loudspeakers, video systems etc. must not exceed 70 decibels measured 1 meter from your stand.

ORGANISER OFFICE AND TECHNICAL SERVICE CENTER

Organiser Office and Technical Service Center are located together in Hall M near the exhibition and conferences. At the Organiser Office, you will find the Expo Management, and you will have answers to your questions during the expo. You can contact the Organiser Office at this phone number: +45 9926 9858

OPENING HOURS

Monday	6 May: 7:00 am - 7:00 pm
Tuesday	7 May: 8:00 am - 4:30 pm
Wednesday	8 May: 8:00 am - 4:30 pm
Thursday	9 May: 8:00 am - 4:30 pm

PACKAGING

If you need truck service, pick up service or storage of empty packaging, please contact to Sand Spedition, which can be contacted on tel. +45 9714 5100 or tel. +45 2270 0195. It is not allowed to store packaging on the stand or in the back room.

PARKING FOR EXHIBITORS

See map on page 4

PRESS CENTER

The press centre is located in Hall M stand M9690. Here, the press meets and works, and here you have the opportunity to hand in brochures and marketing material to the press.

SMOKING POLICY

In MCH Messecenter Herning, all indoor areas are non-smoking. Smoking must therefore take place outdoors. We refer to covered smoking areas.

WASTE

During construction, you will find waste containers in Hall M for combustible material of up to 1 meter in length. During the expo, the containers are located outside the hall. Elimination of non-combustible material must be arranged with the hall inspector. If you have larger quantities of waste, contact the hall inspector, - he will arrange it to be removed from the stand on exhibitor's bill.

WORK IDENTITY BADGE

For safety reasons, anyone who helps during construction and/or dismantling must carry a work identity badge with name and company name. The card must be worn visibly and must be displayed to the gate guard at the entrance to the exhibition grounds and on request in the hall. Without a work identity badge, it is not possible to access the exhibition grounds. There will be a check of work identity badges throughout the construction period. The work card only applies during construction and degradation. During the fair, staff on the stand must carry exhibitor badge.



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HALL INSPECTOR IS READY TO HELP YOU

If the hall inspector is not in his office in Hall M, you are welcome to call him using the phone outside his office. Call the hall inspector on his mobile phone or write a message on the paper next to the door. Remember to write company name and stand number, then the hall inspector will contact you as soon as possible. You can also call tel. +45 9926 9858 and ask to talk to the hall inspector.