

## Ruels en regulations

### Approval of stand design

You will need to hand in the drawings of your stand for approval to 54events. They will evaluate your design with regards to stand location, technical aspects and possible environmental factors. When the stand has been approved by 54events you are ensured the stand can be assembled without any problems.

1. Obligated: Technical drawing (side, front and top view, including the measurements)
2. Essential: Commercial drawings, also known as visuals

The deadline for handing in your documents for stand approval is 14 September 2020.

You can send your drawings to [lisa@54events.nl](mailto:lisa@54events.nl) or

54Event  
 Amerlandseweg 3  
 3621 ZC Breukelen

We would advise you to check if the drawings that were made by your builder or manager are sent in for approval. This means you know in advance that you don't have to worry about the design of your stand.

### Minimum stand requirements

The separating walls with all neighboring stands need to be placed by you and need to be 2,5 meters high and the entire floor area needs to be covered.

**Attention!** When you use a raised floor and you place walls of 2,5 meters, your stand will be higher than 2.5 meters. When you place a raised floor, subtract the amount of centimeters of the floor from the height of the walls. This way your stand will not be too high.

### *Walls*

Especially exhibitors with an island stand or head stand sometimes don't have sufficient wall space. Extra wall space can be created by placing a wall along the aisle. This is a logical solution, but is not very nice for both the visitors and the exhibitors on the opposite side of the aisle if they are faced with a high, blank wall. Far from ideal! If you are short of wall space, you can create extra walls within your stand. Not directly facing the aisles, but a meter inward. This way your stand retains its open character.

**Let op!** Every aisle side of a stand can be closed up to a maximum of 50%, with a maximum length of 5 meter, unless 54events decides otherwise (in writing). This means we have the right to, if necessary without reason, change the regulations.

### *Height*

The prescribed height for walls and objects in your stand is 2.50 m. If you wish to place an object in your stand that is higher than 2.50 meters, the rule is that this object has to be placed at least 1 meter away from neighbouring walls. Placing objects within 1 meter of walls is only permitted with written approval from the adjacent stand(s) and 54events. Walls higher than 2.50 m must be nicely finished on both sides. You are not allowed to place your logo on the back side of your partition(s) unless you have written permission from 54events and the adjacent stand(s) to do so. Once you have submitted your stand construction drawing, 54events will provide you with the contact details of the stand(s) adjacent to yours if necessary.

### *Multi-storey builds*

Multi-storey builds are not allowed.

### *Obstacle schematics*

Check the map thoroughly for markings which indicate obstacles on your stand. Make sure you take any obstacles into account when designing your stand. You are allowed to build the obstacle in, but all available fire-hoses have to remain visible and within reach. You are not allowed to attach anything to the columns. Please contact 54events for more information: +31 (0)294-745070.

### *Aisles*

It is not allowed to build stands that reach into the aisles. We would also ask you to contain your activities to the stand itself and not place displays and products outside the stand. This hampers the flow of the visitors and can be dangerous for other exhibitors and visitors.

### *Technical facilities*

Technical facilities (electricity, water, compressed air) must go through cable troughs or openings in the floor. Please take into account the location of the connection points for these facilities within your stand space in your stand design drawing. This way you will avoid superfluous conduits running across your floor. Another solution is to install a raised floor to hide the conduits lying underneath it.

### *Prevent noise nuisance*

Make sure the activities at your stand do not cause nuisance to others. In particular, noise nuisance can be extremely annoying to your co-exhibitors when they are talking with clients. We kindly ask you to alert the exhibitors in your immediate surroundings in advance if you intend to organize activities at your stand which might cause some nuisance.

If you plan to use live or amplified sound, you need to ask the organizers of the trade show for permission. However, we reserve the right to withdraw our permission at any time if (noise) nuisance is caused.