





AIDTSEC

2021

**Stand Rules and Regulations
&
Health and Safety**

Stand Rules and Regulations

- No exhibit or advertising will be allowed to extend beyond the space assigned to the exhibitor. Booth representatives including models, demonstrators and actors in costume must remain in their own exhibit space throughout the show. They are not permitted in the aisles, other exhibitors' booths or public spaces. Any demonstration or activity which results in the obstruction of aisles or prevents ready access to neighboring exhibitors' booths shall be suspended for any period specified by SOFEX. 
- No lighting, fixtures, lighting trusses or overhead lighting are allowed outside the boundaries of the exhibit space. Lighting should be directed to the inner confines of the booth space. Lighting should not project onto other exhibits or show aisles. Lighting which is potentially harmful, such as lasers or ultraviolet lighting will not be permitted. Lighting that spins, rotates, pulsates and other specialized lighting effects should be in good taste and not interfere with neighboring exhibitors or otherwise detract from the general atmosphere of the event. Exhibitors intending to use light systems should submit drawings to SOFEX for approval.
- The hanging of any object or item from the ceiling not allowed.
- Any works including the use of tools, machinery and materials that may cause any harm or damage to the exhibition, such as the use of a paint compressor, wood or other material cutting, are strictly forbidden.
-  Stand constructions should not exceed 3 meters in height from the ground; In particular, the exceeding part of the back of any construction neighboring other stands (of 3 meters height) should be necessarily painted with a neutral color (approved by SOFEX).

Stand Rules and Regulations

- The occupied space is delivered to the exhibitor by SOFEX on the agreed date, given that the exhibitor has settled his/her financial obligations. The exhibition will be open from 10:00 AM. to 22:00 PM. It is prohibited for anybody (exhibitor, visitor, Construction Company, etc.) to enter and/or stay in the premises of the exhibition, as well as to undertake any kind of works, outside the aforementioned hours.
- For “island” booths, the wall closing ratio is 35% of total wall area.
- All stand designs with a raised platform must incorporate a wheelchair access ramp on at least one of its open sides.
- The back of exhibit side walls (the side which will face your neighbors) must be finished (painting only); the back of exhibit back wall must also be finished if exposed from behind or from the side. Exposed and unfinished exhibit displays will be masked at the exhibitor's expense.
- Damage to Property. The Exhibitor is liable for any damage caused to building floors, walls or columns, or to standard booth equipment, or to other Exhibitors' property. The Exhibitor may not apply paint, lacquer, adhesive or other coating to building columns and floors or to standard booth equipment.

Stand Rules and Regulations

- Exhibition spaces cannot be covered with paint or glue otherwise SOFEX will charge the exhibitor to remove it.
- Covering exhibition spaces is only allowed through placing a platform, using a fitted carpet that stays in place by its own weight or with two-sided adhesive tape, which the Exhibitor must remove at the termination of the Event.
- The exhibitor and his contractors are obliged to dismantle and remove materials during the period established for stand dismantling. After this time, all rights to reclaim losses or damages for materials that have not been removed within the deadline will be forfeit, any costs entailed by the SOFEX in removing these materials being borne by the exhibitor in question.
- The contractors in charge of building stand must clean the space once the exhibition has finished. If not, SOFEX will charge the corresponding cost for the recycling of the left materials.
- Drawings must be uploaded in DWG, JPEG or PDF format. The drawings must include a plan view, including all dimensions, specifications, sections and materials of all structures.



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Health & Safety

- Keep social distance of minimum 1 meter.
- Wear facemask where it is required. Face mask should fully cover nose and mouth of a person.
- Wash your hands regularly, use disinfectant when entering the venue/stand
- Avoid contact with surfaces that have been used by others
- Respect right side traffic. Leave enough space for others, to move freely and keep social distance.
- Please wear your facemask in the following places:
 - While walking in the exhibition hall,
 - While entering any common use space –restrooms, meeting rooms, lunch area, conference room,
 - While seating in the conference room for session
- You do not need to wear your facemask when:
 - You have your lunch in the designated lunch area,
 - You are seated at the stand / lounge area and social distance of 1.5 m



Health & Safety

- Each stand must have their capacity clearly indicated at the entrance to the stand.
- The general rule here for calculation is: 1 person / 4 Sqm. However, if you have a seated area, where visitors will have meeting with your colleague you should calculate 2 Sqm per person and secure 1 meter of distance between them.
- It is the responsibility of exhibitor during the event and stand contractor during the stand build (when relevant) to ensure the capacity of the stand is under control and within allowed limits.
- Keep the track of your visitors. It is important to have an access control system to identify and register the people who have visited your stand. This means traceability of contacts if we need to get in touch. You can use for that badge scanner offered by the registration provider.
- Distribution of promotional materials: In order to avoid any contamination, the dispensing of literature and promotional material at the stand is not recommended.
- If any giveaways are handed to visitors, they should be disinfected.

