

Shell Scheme Booths

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KEY INFORMATION

- Exhibition Stands ranging from **6sqm to 18sqm** will be having shell scheme.
- Shell scheme booth structures are **mandatory for exhibitors** and will be provided by EBD Group.
- **Sponsors only** you may able to bring your own booth structure. If you wish to do so, please contact <u>Catherine Chang</u> by **Friday 19**th **January.**
 - ***Please note this is not guaranteed and is based on feasibility and whether it is permitted in the location of your booth space.

TO ACTION

- 1. Please read through carefully through this document to familiarize yourself with the regulations below and what is provided and not provided.
- 2. Read through, sign and submit the venue's and Informa's health & safety guidelines
 - a. Click here to download CCIB's (Venue) H&S
 - b. Click here to download Informa's H&S
 - c. DEADLINE: Friday, March 1, 2024
- 3. Submit a copy of your company's public and liability insurance certificate.
 - a. DEADLINE: Friday, March 1, 2024

Please Upload all Documents Here by Friday, March 1, 2024

YOUR SHELL SCHEME BOOTH

WHAT IS INCLUDED

- Octanorm or similar shell scheme walling, back and side panels.
- Height: 2.5 m
- Colour: white with silver aluminium framing
- Power supply: 3kW, including Schuko (EU) power strip.

If you require additional power, you will need to order this. If you are planning on running power across your booth, please order floor trunking to minimize loose cables.

NOT INCLUDED

Booth equipment -

- Carpet or flooring mandatory to order
- Furniture
- Wired LAN internet access

- Display systems
- Printed panels
- Cleaning services, paper bins, etc.
- **Exhibitors need to order these at their own cost from the venue's webshop [link to come soon]

CONSTRUCTION RULES

- Maximum height of any item brought into your booth: 2.50 m
- Hanging signs are not permitted.
- Extensions of your partition walls, as well as signage towards any neighbouring booths are not allowed.
- To ensure stability and safe build, the size of your booth's side/partition walls cannot be changed.
- A minimum of 50% of the length of any side bordering an aisle or a neighbouring booth must be open.

GENERAL RULES

- All equipment and items that you bring or order must stay within your booth space.
 Walkways must be kept free of any items.
- If you bring a pop-up wall or roll-ups, you may not **store anything behind them.** Floor safety management may remove them if you do.
- Your **pop-up/decorations** need to fit within the **inner measurements** of your booth space. **Net space can be up to 10 cm less** than the total booth length/width. See booth renderings below for further details.
- No modifications, additions or changes to the shell scheme construction are allowed.

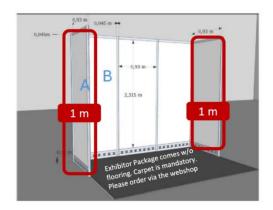
Shell Scheme Booth Types and Panel Measurements

Below drawings show our 6 to 12sqm shell scheme booth types. Please refer to them to obtain details regarding the number and size(s) of the shell scheme panels.

Direct **printing onto the panels** is available via the CCIB Webshop – the link will be coming soon.

A. Inline Booth* - 6 sqm (3 m x 2 m)

^{*}Has neighbouring booths on both sides.



Panel dimensions:

A: 0.93m x 2.315m

B: 0.93m x 2.315m

Aluminium pieces:

A: Top aluminium 0.93m x 0.045m

A: Bottom aluminium 0.93m x 0.14m

B: Top aluminium 0.93m x 0.045m

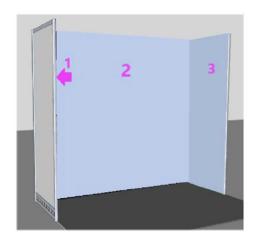
B: Bottom aluminium 0.93m x 0.14m

Vertical poles: 0.045m diameter x 2.50m high

Branding, printed foam option:

Image 1: 0.975m x 2.50m Image 2: 2.835m x 2.50m Image 3: 0.975m x 2.50m

Ask quote to CCIB for this service. stands@ccib.es



B. Corner Booth* - 6 sqm (3 m x 2 m)

*Has one neighbouring booth on the side of the 1 m shell scheme panel.

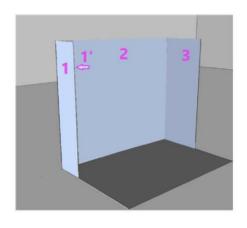
Branding, printed foam option:

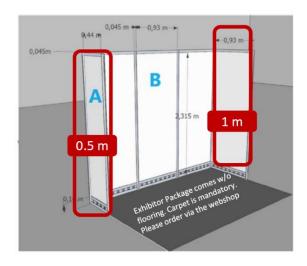
Image 1 and 1': 0.487m x 2.50m

Image 2: 2.835m x 2.50m

Image 3: 0.975m x 2.50m

Ask quote to CCIB for this service. stands@ccib.es





Panel dimensions:

A: 0.44m x 2.315m

B: 0.93m x 2.315m

Aluminium pieces:

A: Top aluminium 0.44m x 0.045m

A: Bottom aluminium 0.44m x 0.14m

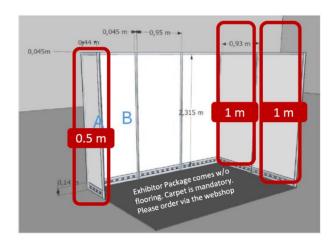
B: Top aluminium 0.93m x 0.045m

B: Bottom aluminium 0.93m x 0.14m

Vertical poles: 0.045m diameter x 2.50m high

c. Special Corner Booth - 6 sqm (3 m x 2 m)

*Has a 12 sqm neighbouring booth behind its two 1 m side panels, and a 6 sqm neighbouring booth behind its back wall.



Panel dimensions:

A: 0.44m x 2.315m

B: 0.93m x 2.315m

Aluminium pieces:

A: Top aluminium 0.44m x 0.045m

A: Bottom aluminium 0.44m x 0.14m

B: Top aluminium 0.93m x 0.045m

B: Bottom aluminium 0.93m x 0.14m

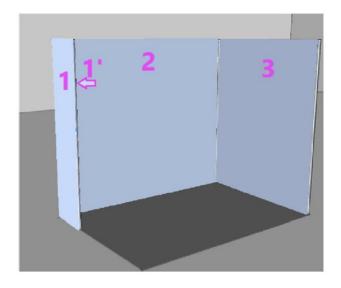
Vertical poles: 0.045m diameter x 2.50m high

Branding, printed foam option:

Image 1 and 1': 0.487m x 2.50m

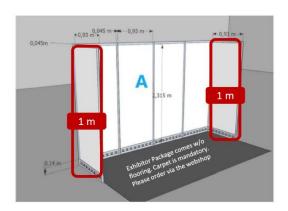
Image 2: 2.835m x 2.50m **Image 3:** 1.950m x 2.50m

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D. Shell Scheme Peninsula Booth - 12 sqm (4 m x 3 m)

*Has a 12sqm neighbouring booth behind its back wall.

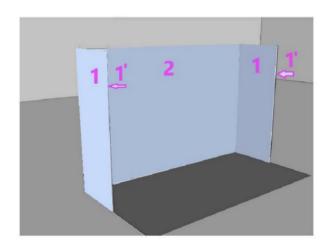


Panel dimensions: A: 0.93m x 2.315m

Aluminium pieces: A: Top aluminium 0.93m x 0.045m A: Bottom aluminium 0.93m x 0.14m Vertical poles: 0.045m diameter x 2.50m high

Branding, printed foam option: Image 1 and 1': 0.975m x 2.50m Image 2: 3.90m x 2.50m

Ask quote to CCIB for this service. stands@ccib.es



ORDERING EXTRA BOOTH EQUIPMENT

To order the following items, this will need to be ordered via the venue's Webshop.

- Booth branding
- Carpet
- Electricity 1 x socket of 3kw is provided by EBD group; if you require additional power you will need to order this. If you are planning on running power across your booth, please order floor trunking to minimise loose cables.
- Furniture
- Screens and computers
- Hostesses
- Security
- Cleaning and recycling
- Plants and flowers
- F&B Services