There are TWO types of BOOTH SPACES:

1. **Shell Scheme Booth**
   - **All booth spaces** ranging from 6sqm to 18sqm
   - Shell scheme booth structure is mandatory for exhibitors and will be provided by the event organizer.
   - Sponsors who would like to bring their own structure, need to check with their exhibit liaison by July 31 if this may be permitted in their booth location.

   For details on shell scheme panels provided, please check pages 2 to 6.

2. **Space Only**
   - Mandatory for all booth spaces 20sqm and larger.

   For details, design/construction rules as well as approval, please continue to page 7.
1. Shell Scheme Booths (6-18sqm)

1.1. Included
Octanorm (or similar), back and side panels.
- Height: 2.5m
- Colour: white.

1.2. NOT included?
Booth equipment, e.g.
- Carpet – mandatory to order
- Furniture
- Power supply and electrical equipment
- Wired LAN internet access
- Display systems
- Printed panels
- Cleaning services, paper bins, etc.

Exhibitors need to order these at their own cost with the official service providers. The Exhibitor Manual (available 6-8 weeks prior to the event) will contain all information to organize your booth space.

1.3. Construction Rules
The maximum height of any item: 2.50m
- Hanging signs are NOT permitted.
- Extensions of your partition walls, as well as signage towards any neighbouring booths are NOT allowed!
- Min. of 1/2 of any side bordering an aisle or a neighbour, must be open.

1.4. General Rules
- Your items need to stay within your booth space. Walkways to be free of any items. For safety reasons, do not store anything behind your pop-up wall.
- 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.
- Any modifications, additions or changes to the shell scheme construction need to be given prior approval by EBD Group. EBD Group reserves the right to decline any request which interferes with other shell scheme constructions.
Only Sponsors can APPLY for individual booth construction (space only) using their own booth constructor. Approval of your individual construction may also require approval by the venue. Any charges arising will need to be covered by the sponsor.

Deadline for submitting your application to EBD: **July 31, 2023**

### 1.5. Shell Scheme Booth Types and Panel Measurements

These are our 6-12sqm shell scheme booth types. For the amount and size of panels on your booth, please refer to the drawings on the following pages. **These are not print measurements.** Direct panel printing will become available with more details within our Exhibitor Manual.

#### 1.5.1. Inline Booth - 6 sqm (3m x 2m)
1.5.2. Corner Booth - 6 sqm (3m x 2m)
1.5.3. Shell Scheme Special Corner Booth - 6 sqm (3m x 2m)
1.5.4. Shell Scheme Peninsula Booth - 12 sqm (4m x 3m)
2. SPACE ONLY BOOTHS

These are Individual Booth Constructions with booth sizes ranging from 20 sqm and larger, available for sponsors and delegations only.

2.1. Included

The space only.

2.2. Your To-do

- **Hire a booth constructor early.** The booth constructor will need to bring/order all necessary equipment for your booth like flooring and walls, electrical installations, wired LAN, power and light installations, furniture, cleaning services, etc. Your booth constructor MUST be able to adhere to technical guidelines of venue.

- **Submit booth design for approval to EBD Group by July 31.**
  - Submit booth construction for approval by Sept. 15 (further instructions will become available in our Health & Safety information).

All fees charged by the venue need to be covered by the client. Please refer to the Health & Safety section in our online Exhibitor Manual for more information (available closer to conference).

2.3. Construction Rules

- Maximum height: 4.50 m.
- Maximum point of hanging signs: 7 m (highest point).
- Maximum height of banner: 1.60 m.
- At least 1/2 of any side of booth must be open (no construction or decoration).

In the event EBD’s DESIGN rules differ from the venue’s Technical Guidelines, the terms of the EBD rules shall prevail.

For any questions, please contact your exhibit liaison at EBD Group!