

STAND CONSTRUCTION REGULATIONS AQUATECH AMSTERDAM 2011 CLEAR AND SIMPLE

The aim of these stand construction regulations is to establish and maintain clear and enforceable rules, which will enable all exhibitors to realise a distinctive presentation at the exhibition. In addition, the organisers hope to accommodate an open and transparent exhibition, safeguarding the image of the event as a whole. Please read this information carefully to avoid disappointments.

A digital version of the stand construction regulations is available at www.aquatechtrade.com (click 'exhibitors' button).

General stand construction regulations

Stand design - deadline 12 September 2011

All Aquatech Amsterdam 2011 exhibitors need to submit a stand design to the exhibition organisers for written approval.

Stand designs must be submitted to the organisers for evaluation and approval no later than **12 September 2011**. Please submit a clear sketch with dimensions and a scale floor plan, or a model plus scale drawing.

Note: The only exception to the above is companies that use 'ready-to-exhibit' stands from the organisers. No stand design is necessary for these types of stand.

Stand construction height

- Standard construction height is 275 cm (including wooden platforms), 25 cm less or more may be approved.
- Maximum construction height is 550 cm (including wooden platforms) if the stand is located at a minimum of 200 cm from the perimeter and does not take up more than 1/3 of the side surface.
- Maximum construction height is 700 cm (including wooden platforms) if the stand is located at a minimum of 200 cm from the perimeter and does not take up more than 1/5 of the side surface.

Columns/pillars

- Columns/pillars higher than 275 cm are allowed to be less than 200 cm from the perimeter if they are not wider than 50 cm and do not add up to more than 1/3 and/or 1/5 of the side surface (see stand construction height regulations above)

Walls

- Walls between 100 cm and 275 cm can be placed at less than 200 cm from the perimeter if the width is no more than 1/3 of the side surface.
- Back walls higher than 275 cm (max. 550 cm) may not take up more than 1/3 of the side and must be at least 200 cm from the perimeter. Note: Back walls higher than 275 cm are only allowed after consultation with the Aquatech Amsterdam organisers and neighbouring exhibitor(s). If the parties in question cannot come to an agreement, the organisers will decide.

Stands placed against the walls of Amsterdam RAI

- Stands placed against the walls of the RAI are entitled to more liberal construction regulations concerning the back wall as these will not block the view to other stands.
- There are no restrictions regarding the width of back walls between 275 cm and 700 cm. Walls higher than 275 cm must be placed at least 200 cm away from aisles, perimeters and neighbouring stands.
- Under no circumstances should air inlets and safety facilities be blocked.
- The established set-up and breakdown times also apply in case of multi-storey stands. The organisers will charge for the extra surface area of the extra storey in multi-storey stands.

Trusses

- Trusses with banners of less than 100 cm below the truss are not limited in width or distance to the perimeter unless the difference in height between the (top of the) walls and banners is a minimum of 100 cm. The maximum suspension height is 700 cm.
- The underside of the trusses must be no more than 700 cm from the floor
- Nothing should protrude above the trusses except the required rigging and electrics
- Trusses may never be hung outside the perimeter
- Trusses with banners attached to it no more than 100 cm below the bottom of the truss are considered to be walls and must hang at least 200 cm away from the perimeter and may not take up more than 1/3 (if truss height is 550 cm) or 1/5 (if truss height is 700 cm) of the side surface.

(Horizontal) ceiling

- A horizontal ceiling is allowed up to a maximum height of 700 cm. A non-horizontal ceiling is considered in the same way as a banner with trusses or a wall.

Suspension above the aisles

- Under no circumstances should stand constructions or trusses be suspended over the aisles.
- If two or more stands belong to a single exhibitor, consult the organisers for permission to adapt the colour and/or floor covering of the aisle to the stand design.

No provisions

Any requests that are not covered by these construction regulations will be decided upon by the organisers.

Fire and safety regulations

Fire and safety regulations take precedence over these stand construction regulations in all circumstances.

Definitions***Wall stands***

Wall stands have an aisle on one side. Exhibitors need to provide a back and two side walls.

Corner stands

Corner stands have aisles on two sides. Exhibitors need to provide a back and a side wall.

Front stands

Peninsula stands have aisles on three sides. Exhibitors need to provide a back wall.

Island stands

Island stands have aisles on all sides. The design should ensure that the view of other stands at the exhibition is obstructed as little as possible. Island stands may have ceilings. If the balconies in hall 1 (Europa hall) are in use, the top surface of the stand ceilings must also be neatly finished. Free-hanging ceilings (i.e. suspended from the roof) are allowed if approved by the Duty Management and by Expotech Rigging, the company responsible for attaching the suspension wires (see Suspension wires).

Suspension wires

It is normally possible to suspend parts of the stand from the roof; the company Expotech Rigging is exclusively authorised to carry out these activities.

Trusses

Trusses are metal suspension constructions, mostly rectangular or triangular, to which various lighting and audio equipment can be attached. Banners and other advertising can also be attached to trusses.

Fascia boards

A fascia board is a construction on upper part of a stand, which usually conveys the name of the exhibitor. It can be placed on several sides of the stand, depending on the shape of the stand. The maximum height of a fascia board is 40 cm.

Wall

A wall is a partition made of hard materials such as wood, glass, polyester or stone, but can also consist of curtains, nets or blinds, or a combination of the above-mentioned.

Wooden platforms

The use of wooden platforms is recommended for stands with water and gas pipes, and/or large amounts of electric wiring; the stand builder can be approached for advice. When using platforms, the following must be taken into account:

- maximum height is 10 centimetres, measured from floor level to the top of the platform
- the platform sides should be closed off and neatly finished
- platforms should be placed within the stand's perimeter
- the height of the walls, including the platform, should be 275 cm
- exhibitors who fit their stand with raised floors are asked to make sure that their presentation is accessible to the disabled, for instance, by employing sloping stand edges or by adding ramps (of sufficient width and without sharp-angled sides). This should preferably be recognisable to the visitors

Multi-storey stands Permits

Exhibitors using stands with multiple stories, a gallery and/or podia must request a permit at the latest eight weeks before the beginning of construction. These requests should be addressed (in threefold) to:

Amsterdam RAI
Dept. Vergunningendesk
P.O. Box 77777
1070 MS Amsterdam
The Netherlands
T: +31 (0)20 549 18 70
@: vergunningen@rai.nl

In addition, you must receive written permission from the Dept. Duty Management of Amsterdam RAI. Where building with extra stories is concerned, the exhibitor will also be charged 50% of the hire of stand space per square metre, excl. VAT.

Perimeter

The perimeter is the outline within which the stand is placed, and which indicates the demarcation with the aisles and neighbouring stands.

Banner

Banners are long 'flags' or cloths which are used for advertising purposes. Banners are available in both horizontal and vertical versions.

Stand design

Stand designs must be submitted to Duty Management for evaluation and approval, deadline: 12 September 2011. Please submit a clear sketch with measurements and a scale floor plan, or a model plus scale drawing. Please forward your stand design documents to Amsterdam RAI, preferably per e-mail: f.schouten@rai.nl. Or to: Amsterdam RAI, Duty Management, attn. Mr. Frank Schouten, P.O. Box 77777, 1070 MS Amsterdam, NL, fax +31 (0)20 549 1446.