



INFORMATION FOR CEDE 2017 EXHIBITORS

VENUE

Poznan International Fair grounds / Międzynarodowe Targi Poznańskie

Poznan PL 60-734

14, Głogowska Str.

Exhibition pavilions: 7, 7A, 8, 8A, Patio.

Entry and car entry/exit (see the map on the last page)

- Entry/car entry /exit – through the Main Gate from the Sniadeckich Str. (Western Entrance)
- Car exit only from the fairgrounds - through the gate at the Glogowska Str. – right turn only!
- Entrance/Exit - through the Western Entrance from the Sniadeckich Str., and through the Eastern Entrance from the Roosevelt Str. and from the Main Railway Station (POZNAN GLOWNY)

EXHIBITION RECEPTION (EXHIBITION OFFICE)

Exhibition Reception in pavilion 7 (entry from the patio) opening hours

- September 13, 2017 8.00 – 20.00,
- September 14 -15, 2017 8:00 – 19:00
- September 16, 2017 8.00 – 18.00,

EXHIBITORS BADGES, CAR ENTRY PASS, EXHIBITION MATERIALS

Exhibitors badges, car entry cards and exhibition catalogue will be available at Information Desk in front of Exhibition Reception (Exhibition office) in pavilion 7 (see the map) on September 13, 2017 from 8:00-20:00.

The exhibitors badge do not entitle to participate in Polish Union Dentistry Congress Sessions. Duplicates of the badges will not be issued. Additional badges can be purchased in Exhibition Reception at the price of 9 EUR.



Please note that on September 13-16, 2017 the city transport in Poznan (trams and busses) will be free for CEDE 2017 Exhibitor's name badge holders (the badge must include first name and last name of the holder).

Car entry cards

According the CEDE 2017 regulations each CEDE 2017 Exhibitor (company) receives 1 car entry card. The card entitles the holder to enter the fairgrounds by car within opening hours (7:30 – 20:00) during stand setup, Exhibition and stand dismantling period. Duplicates of the cards will not be issued.

Additional car entry card can be purchased :

- On September 13, 2017 in Exhibition Reception/exhibition office in pavilion 7
- During the exhibition on September 14-16, 2017 at the Main Entry gate from Sniadeckich Str.

Please place the card behind your car's windscreen. All passengers of the car entering the fairgrounds must present valid exhibitors badge or visitors free entry card.

Leaving a vehicle at the venue grounds after 22:00 is forbidden and will result in wheel clamping and a penalty of 200 PLN +VAT. A penalty for breach of order shall not be invoiced.

EXHIBITORS BADGES, CONGRESS PARTICIPANT BADGES- SPECIMENS

Participant of the Polish Union Dentistry Congress



Exhibitor



lanyard's colour scheme



Congress Participant



Exhibitor



Visitor



VIP


EXHIBITOR'S DAY – WEDNESDAY, SEPTEMBER 13

On Wednesday, September 13, 2017 all exhibition pavilions will be opened from 8:00 – 20:00. The entry to the fairgrounds and to the patio will be free. Entry to the exhibition pavilions only for Exhibitors Badges holders and stand constructors badges holders.

The day is dedicated to the booths arrangement therefore any messy works like cutting, sawing etc. are prohibited.

Extending of the pavilion opening hours by Exhibitor or stand constructor will be charged with 150 EUR + 23% VAT per each additional hour commenced.

Catering points available on September 13 (Wednesday)

 **MTPcafe** - patio between pavilions 7 and 7A

- coffee, tea, cold drinks, beer
- sandwiches, salads, sushi

opening hours: 12:00 – 20:00

 **SALA wody** GARDENcity; Pavilion 15, level I

- breakfast bufet, lunch menu,
- lunch with delivery to the booth

opening hours: 13:30 - 17:00

 **SALA ognia** - GARDENcity; Pavilion 15, level II A

- restaurant
- individual offers with delivery to the booth .

opening hours: 12:00 - 18:00

PARKING LOTS, CAR ENTRY TO THE VENUE

Parking lots at the fairgrounds – see the map

The parking lots are available for the holders of:

- permanent car entry cards
- on-day car entry cards – purchased on site at the entry Gate from the Sniadeckich Str.

Leaving a vehicle at the venue grounds after 22:00 is forbidden and will result in wheel clamping and a penalty of 200 PLN +VAT. A penalty for breach of order shall not be invoiced.

During the Exhibition on September 14 – 16 all passengers of cars entering the fairgrounds must present valid exhibitors badge or visitors free entry card.

24-hour Parking lot at Matejki Str. (approx. 300 m form the Western Entrance)

Pricelist:

- Car / trailer – 4 PLN (Polish Zloty)/hour
- Van, truck– 8 PLN (Polish Zloty)/hour

Temporary Car park at the Western Entrance

Buffer car park for short-term stay. Up to 30 min - free of charge. Stay over 30 min. - 50 PLN (Polish Zloty) per each hour commenced.

UNLOADING, LOADING OF THE EXHIBITS

On September 13, cargo gates in Exhibition pavilions will be opened from 8:00 till 20:00. On September 16 (last day of the Exhibition) cargo gates will be opened at 17:00. Due to safety measures the gates will not be opened earlier.

EXIBITION OPENING HOURS

September 14-15, 2017 (Thursday and Friday)

8.00 - 19.00 for Exhibitors

9.00 - 18.00 for Visitors

- Car entry – through the Main Gate from the Sniadeckich Str. from 7:30
- Early entry for Exhibitors through the Eastern Entrance (from the Sniadeckich Str.) and through the Eastern Entrance (from the Roosevelta Str.) from 7:45

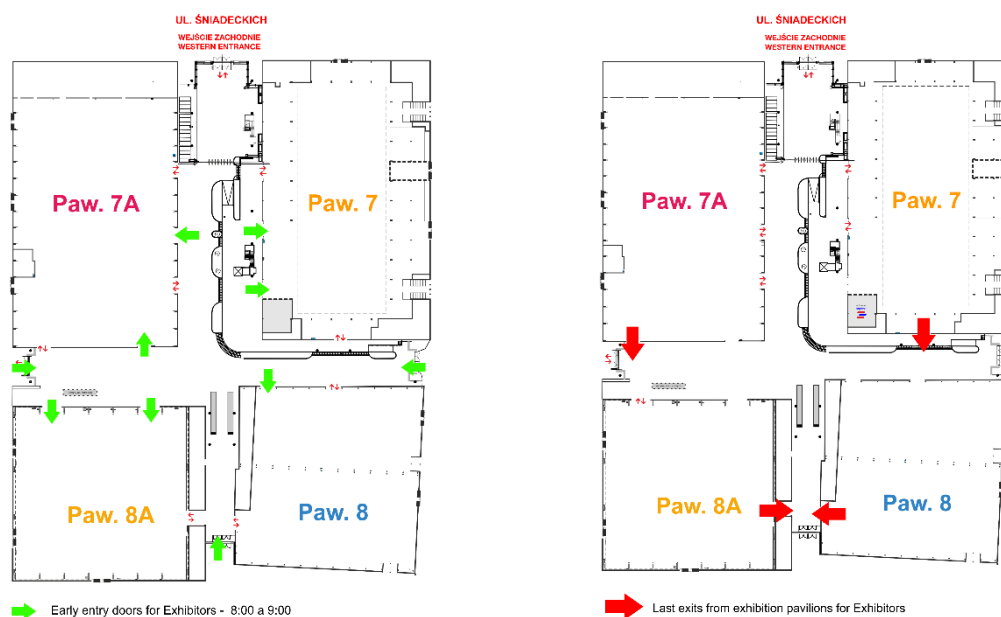
September 16, 2017 (Saturday)

8.00 - 24.00 for Exhibitors (stand dismantling starts at 18:00)

9.00 - 16.00 for Visitors

Opening of the exhibition pavilions for Exhibitors at 8:00. Early entry for exhibitors at 8:00-9:00 only through assigned doors to the pavilion upon presentation of exhibitor's id badge.

Exhibitors representatives or a person authorised by Exhibitor must be present on the booth from pavilion opening until the pavilion's closure.



STAND SETUP AND DISMANTLING

Setup: September 10-13, 2017 – pavilions' opening hours

- September 10, (Sunday) 7.00 - 24.00
- September 11, (Monday) 7.00 - 24.00
- September 12, (Tuesday) 7.00 - 24.00 – finishing of messy works
- September 13, (Wednesday) 8.00 - 20.00 – messy works are prohibited

All messy works must be finished by 15:00 on Tuesday September 12, 2017. Breach of this rule will result in charging the Exhibitor/Stand constructor will all costs of cleaning of the exhibition pavilion

Extending of the pavilion opening hours by Exhibitor or stand constructor will be charged with 150 EUR + 23% VAT per each additional hour commenced.

Dismantling: September 16 – 18, 2017 – pavilions' opening hours

- September 16, (Saturday) 18.00 - 24.00
- September 17, (Sunday) 7.00 - 24.00
- September 18, (Monday) 7.00 - 16.00

Entry to the exhibition pavilions during setup and dismantling only upon presentation of exhibitors badge od stand construction id badges ordered in form Z.

Catering points available on September 13 (Wednesday)

 SALA wody GARDENcity; Pavilion 15, level I

- breakfast bufet, lunch menu,
- lunch with delivery to the booth

opening hours: 13:30 - 17:00

EMPTY BOXES STORAGE

Storage of empty boxes is a paid service that can be ordered on the for U. The storage is invoiced after the exhibition upon actual signing the protocol upon collection of the boxes from the booth by forklift operator.

SHORT TRERM STORAGE


Short-term article storage (up to 6 days) is a paid service that can be ordered on the for U. The storage is invoiced after the exhibition upon actual volume of stored packages (please note that min. volume is 2 cbm) Note: The boxes and the articles shall be marked with the name of the company, number of pavilion and number of the stand.

ONSITE ORDERS OF ADDITIONAL SERVICES AND EQUIPMENT

The onsite orders have to be placed in writing at the Exhibition Reception in pavilion 7. All furniture and services orders will be accepted according to their availability. Services ordered on site are subject to the immediate payment. Any complaints must be submitted in writing immediately or at the latest while the exhibition is in progress, the Organiser will not consider complaints at a later date.

FOOD & BEVERAGE, STAND CATERTING

The following catering points will be available on the fairgrounds


 MTPcafe - patio between pavilions 7,7A, 8, 8A

- coffee, tea, cold drinks, beer
- sandwiches, salads, sushi

opening hours:

14.09 and 15.09 from 8:00 till 18:00

16.09 from 8:00-16:00

 MTPbistro - mezzanine between pavilion 8 and 8A

- breakfast, lunch

opening hours:

14.09 and 15.09 from 8:00 till 18:00

16.09 from 8:00-16:00

 SALA wody GARDENcity; Pavilion 15, level I

- breakfast bufet, lunch menu,
- lunch with delivery to the booth

opening hours:

11.09-13.09 (exhibition set-up) from 13:30 till 17:00

14.09 and 15.09 from 9:00 till 18:00

16.09 from 9:00 till 16:00

 SALA ognia - GARDENcity; Pavilion 15, level II A

- restaurant
- individual offers with delivery to the booth .

opening hours:

14.09 and 15.09 from 12:00 till 18:00

16.09 from 12:00 till 16:00



Restaurants in pavilion 15
 see: www.gardencity.mtp.pl/pl/

For individual catering services please contact:
 Mrs. Anna Bąblińska
 mobile phone +48 691 022 662,
anna.bablinska@mtp.pl

Outdoor food court next to pavilion 15

- coffee, tea, cold drinks, beer, pancakes, waffles, burgers, pizza

Opening hours:

14.09 and 15.09 from 9:00 till 18:00

16.09 from 9:00 till 16:00

FREE ENTRY VISITORS CARD



specimen of the free entry card

Entrance to the exhibition is free for all registered visitors and congress participants after registration

On-line registration deadline is **10 September 2017**.

Visitors' registration on-site will be possible at

- Western Entrance (from Sniadeckich Str.)
- Eastern Entrance (in front of the Main Railway Station, from Roosevelta Str.)

The free entry card allows to enter exhibition pavilions within the opening hours for visitors.

CEDE 2017 APP



Download the app

CEDE 2017 mobile app is a useful and convenient tool that provides all necessary information to the Congress participants and exhibition visitors. The app is available for IOS (Iphone/Ipad), Android and Windows systems, free for all smartphone users.

The app will help you to organize your visit at CEDE 2017:

Congress programme:

- select the most interesting lectures for you and save in My CEDE file
- check location of lecture halls on the map

Prepare your visit at the exhibition:

- select exhibitors
- check exhibitor booth location on the map
- Share QR code business cards



How to download the application?

Just scan the QR code with your phone or tablet or choose your store

AFTER WORK CONCERT

Thursday, September 14, 2017 (stage in the middle of patio)

17:30 - The announcement of the results of the Stars of CEDE 2017 Contest and awarding of prizes.

18:00 - After work concert of Anita Lipnicka - **All are invited !!!**

Concert of Anita Lipnicka - Polish singer and songwriter. Her career as a singer started with Varius Manx, a band she joined in 1993. In 1996, she made a decision to pursue a solo career, she left the band and moved to London where she made her first solo album "Wszystko się może zdarzyć" (Everything Can Happen In 2001, Lipnicka started to work with John Porter. Together they recorded two albums, "Nieprzyzwoite piosenki" (Indecent Songs) in 2003 and "Inside Story" in 2005.

HOSTESS , DISTRIBUTION OF ADVERTISING MATERIALS

Distribution of any advertising materials or samples by exhibitor's or by employed staff is allowed within stand's limit only.

INTERNET ACCESS

Free Wi-Fi access will be available in exhibition pavilions.

- network: CEDE2017Free
- password: cede2017

CATERERS, MESSENGERS AND OTHER DELIVERY SERVICES

Exhibition shipping address

Międzynarodowe Targi Poznańskie (MTP)

Poznan International Fair

ul. Głogowska 14

60-734 Poznań

Poland

With the note: CEDE 2017 exhibition

Please make sure that the shipping documents include: Exhibitor's name, stand number, contact person and phone number.

The Organiser will not collect any shipments on behalf of the Exhibitor. Delivery of any goods must be assisted by Exhibitor's representatives or authorized forwarder upon individual order.

VEHICLE ENTRY ON THE LAST DAY OF THE EXHIBITION - SEPTEMBER 16

In an attempt to assist you in the pull-down phase when the events have ended, Poznan International Fair (Międzynarodowe Targi Poznańskie) would appreciate it if you could align your transportation needs to the vehicle entry principles outlined below:

1. As on the other days of the fairs, exhibitors' cars may enter the fairgrounds on 16 September against permanent entry passes (enter only for cars).
2. Entry onto the fairgrounds in order to collect the exhibits, materials, elements of buildings etc. will be organized by the Traffic Police right after 5.00 pm.
3. Vehicles awaiting in the MTP car park at the Matejki Str. will be allowed onto the fairgrounds first (see the map). The traffic on the MTP grounds will be one-way until the end of the day.
4. The waiting area will be available free of charge from 7.00 am on 16 September.
5. On 16 September from 5.00 pm will be possible only enter the following vehicles:
 - trucks with a payload capacity of up to 8 tons and length up to 8 m, without trailers;
 - delivery vans;
 - cars.
6. Large trucks, trucks with trailers, other large-size and special purpose vehicles will be allowed onto the fairgrounds through the "1" gate at the Sniadeckich Str. from 6.30 am on 17 September.

We are convinced that the above principles will help all of you to efficiently move around the fairgrounds and will help you to quickly and efficiently pull down the exhibitions. Your cooperation in this respect will definitely contribute to the elimination of any problems that may arise.

Please note that it is your own responsibility to secure small exhibits and personal belongings at the stands and in the vehicles, especially after the dismantling phase begins.

Department of Security and Maintenance. Robert Latasiewicz; phone +48 61 869-22-66

FLORAL SERVICE

Floral service will be available on September 13-14 in the central part of the patio, next to pavilion.
Contact person: Magdalena Chrzanowska, phone +48 888 570 565, e-mail: studioflorystyczne@vp.pl

PHOTOCOPYING SERVICES DESK

Location: Western Entrance Hall from the Sniadeckich Str. Opening hours:

- September 14-15 9:00 – 18:00
- September 16 9:00 – 16:00

SECURITY, INSURANCE

The Exhibition area is guarded by MTP services. The pavilions are locked and sealed for the night. We remind you about necessity of insurance at your own. Each exhibition company should possess the third party liability insurance. Exhibitors representative should possess the copy of third party Liability Insurance Certificate (see. p. 11 and p. 12 of CEDE 2017 rules and regulations).

COMPLAINTS AND CLAIMS

Any complaints should be submitted in writing. The Exhibitor's complaints regarding the stand construction provided by the Organiser, stand location (place of presentation) and dimensions of the actual space shall be considered by the Organiser provided they are placed by the last day of the Exhibition at the latest (before the stand dismantling).

Smoking in the exhibition pavilions is strictly forbidden, except the places designed for this purpose.

Our team remain available for all further information

See You in Poznan!

Dariusz Sobczak
Exactus sp.j.
90-418 Łódź; Al. Kościuszki 17
tel. +48 42 632 28 66
mobile phone +48 668 828 838
cede@cede.pl ; info@exactus.pl



26

Środkowoeuropejska Wystawa
Produktów Stomatologicznych

Poznań

26TH

Central European
Dental Exhibition

14-16.09.2017

www.cede.pl

MAPKA TERENÓW TARGOWYCH VENUE MAP

