



## 5th ICHNO Conference

Nice, France, February 12-14, 2015

### ANNEX

#### OFFICIAL SUPPLIERS

##### A/ NICE ACROPOLIS

###### TECHNICAL INFORMATION

Contains technical information, terms and conditions for delivery & use of areas.

###### SERVICES CATALOGUE

- ✓ Stand fitting
- ✓ Personalized your stand
- ✓ Your visual communication
- ✓ Your furniture
- ✓ Electricity
- ✓ Water
- ✓ Get connected!
- ✓ Stand technology
- ✓ Available services
- ✓ Exhibitor's Foods & beverages

###### REQUIRED DOCUMENTS: MUST BE RETURNED TO US

- ✓ Complementary sheet services
- ✓ Complementary sheet Food and Beverage/Catering
- ✓ Safety Forms

###### SAFETY RULES

###### GENERAL TERMS & CONDITIONS

###### PLANTS AND FLOWERS

###### ORDER FORMS SERVICES

###### ORDER FORMS FOOD & BEVERAGE

##### B/ KRISTAL - CUSTOMS, WAREHOUSE MAILING, SHIPPING OF STAND MATERIAL, AIRFREIGHT, SEAFREIGHT AND LAND TRANSPORT

###### SHIPPING GUIDELINES

###### MATERIAL HANDLING AND FREIGHT INFORMATION FORM

###### UNLOADING/RELOADING SCHEDULE – FORM FOR DIRECT DELIVERIES TO NICE

###### STAND CONTRACTOR INFORMATION

##### C/ COVR

###### LEAD RETRIEVAL SYSTEME

**C/ ACCOMMODATION** For hotel list, contacts and booking, please visit our website on <http://www.estro.org/congresses-meetings/items/5th-ichno> under "Venue/Trave/Accommodation"

# EXHIBITOR'S GUIDE

5TH ICHNO : 12-14 February 2015



## **PRACTICAL INFORMATION**



## **SERVICES CATALOGUE**



## **REQUIRED DOCUMENTS MUST BE RETURNED TO US**



## **SAFETY RULES**



## **GENERAL TERMS & CONDITIONS**

TO SPEED UP ORDER PROCESSING, PLEASE CHECK THAT YOUR FILE IS COMPLETE AND  
RETURN TO US AT THE FOLLOWING ADDRESS :

SOCIÉTÉ D'EXPLOITATION DE L'ACROPOLIS DE NICE - SERVICE VENTE EXPOSANTS  
1 ESPLANADE KENNEDY - BP 4083 - 06302 NICE CEDEX 4  
EXPOSITION@NICE-ACROPOLIS.COM  
☎ : +33 (0)4 93 92 83 49 / 83 50 Fax : +33 (0)4 93 92 82 55



**nice  
acropolis**  
CÔTE D'AZUR | FRENCH RIVIERA

## YOUR EXHIBITOR'S MANUAL IS CONSTITUTED BY SEVERAL PARTS :

### 1. TECHNICAL INFORMATION

Contains technical information, terms and conditions for delivery & use of areas.

### 2. SERVICES CATALOGUE

- . Stand fitting
- . Personalized your stand
- . Your visual communication
- . Your furniture
- . Electricity
- . Water
- . Get connected !
- . Stand technology
- . Available services
- . Exhibitor's Foods & beverages

### 3. REQUIRED DOCUMENTS : MUST BE RETURNED TO US

- . Complementary sheet services
- . Complementary sheet Food and Beverage/Catering
- . Safety Forms

### 4. SAFETY RULES

### 5. GENERAL TERMS & CONDITIONS

#### DOCUMENTS ANNEXES

- Order form Services
- Order form Food & Beverage
- Florale decoration brochure

#### GUIDE 2014

Société d'Exploitation de l'Acropolis de Nice - Direction des Opérations - 1 Esplanade Kennedy - 06300 NICE

Exhibitor Service : [exposition@nice-acropolis.com](mailto:exposition@nice-acropolis.com)

Public limited company with a board of directors & supervisory committee with registered capital of 250 000€ APE : 9004Z - SIREN : 493 387 997 RCS NICE trade & company register

Conception : Nice Acropolis - Crédits photos : © Nice Acropolis - © JJ L'Héritier.

# INFORMATION

5TH ICHNO : 12-14 February 2015

## TECHNICAL INFORMATION

**"READ CAREFULLY"**

PRACTICAL INFORMATION DELIVERIES  
TERMS & CONDITIONS USE OF AREAS



## PRACTICAL INFORMATION

KEEP THIS PAGE ON YOUR STAND

# EXHIBITOR'S GUIDE

### EVENT NAME

5TH ICHNO : 12-14 February 2015

### ORGANISER

ESTRO Head Office  
Valerie Cremades : [vcremades@estro.org](mailto:vcremades@estro.org)  
Rue Martin V 40  
1200 Brussels - Belgium

### EVENT SCHEDULE

DATES	Feb 10th	Feb 11th	Feb 12th	Feb 13th	Feb 14th					
Deliveries	08:00 am 08:00 pm									
Bare surface installation		08:00 am 08:00 pm	08:00 am 10:00 am							
Exhibitor set up		08:00 am 08:00 pm	08:00 am 10:00 am							
Event opening			12:00 pm	09:30 am	09:30 am					
Event closing			07:30 pm	05:00 pm	11:00 am					
Exhibitor tear down					11:00 am					
Bare surface dismantling					08:00 pm					

### YOUR CONTACTS

#### EVENT PREPARATION

**Orders - Technical issues - Exhibitor sales:**

**Contact details** ☎ : +33 (0)4 93 92 83 49 / 83 50

Fax : +33 (0)4 93 92 82 55

**Email** : [exposition@nice-acropolis.com](mailto:exposition@nice-acropolis.com)

Security Officer :  
[csartori@nice-acropolis.com](mailto:csartori@nice-acropolis.com)  
☎ : +33 (0)4 93 92 83 72

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## DELIVERIES PALAIS DES CONGRÈS

# EXHIBITOR'S GUIDE

### DELIVERY ADDRESS

Société d'Exploitation de l'Acropolis de Nice

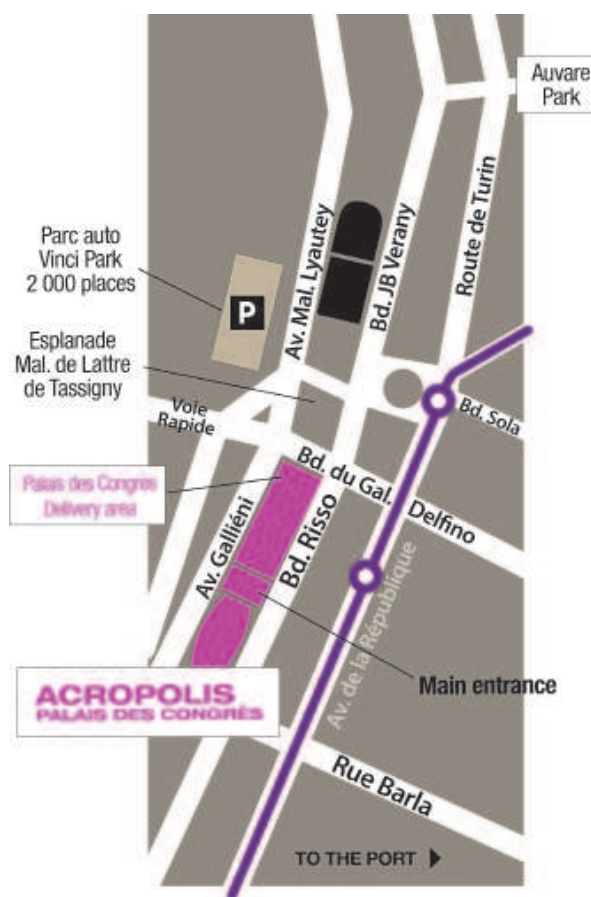
#### Palais des Congrès

1 Esplanade Kennedy - 06300 NICE

(delivery access point : Avenue Gallieni)

Please refer to the plan to locate delivery access points.

### PALAIS DES CONGRÈS ACCESS PLAN



Tram line — Line 1 route ○ "Acropolis" & "Palais des Expositions" stops

### EXHIBITION AREAS

#### A - ACCESS

- Use the exposition zone entrance on boulevard Gallieni.
- Espace Méditerranée is on ground floor.
- To access other exhibition areas, two goods lifts are available.
- Espace Rhodes is on level 2.
- Espace Muses is on level 3.

#### Goods Lift specifications (overall dimensions) :

	N°1	N°2
Depth:	5.50 m	2.49 m
Width:	2.43 m	2.44 m
Height:	2.14 m	2.15 m
Height under lintel:	1.98 m	2.07 m
Maximum spread load:	2 000 kg	2 000 kg

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#### **B - FLOOR LOAD TOLERANCES**

- **Espace Méditerranée:** 500 kg per m<sup>2</sup>
- **Espace Rhodes:** 350 kg per m<sup>2</sup>
- **Espace Agora 2 & 3:** 400 kg per m<sup>2</sup>
- **Espace Muses:** 350 kg per m<sup>2</sup>
- **Terrasses Muses:** 150 kg per m<sup>2</sup>

In the event that these values should be exceeded, please consult us. For calculation purposes loads apply for the installation of exhibited equipment as well as handling operations. Entry of vehicles into the exhibition space is prohibited, except where authorised. All handling apparatus must be fitted with rubber banded tyres.

- For forklift trucks: please contact the shipping agents (see "approved service providers")
- For personnel cherry pickers/lifting platforms: please contact us.

#### **C - FLOOR-TO-CEILING HEIGHTS**

Floor-to-ceiling heights in the exhibition areas vary depending on the location of your stand. Please contact us for further information where necessary.

### **PACKAGES**

#### **A - DELIVERY**

**Delivery the earlier 24 hours (business day) before the beginning of the event.**

Packages sent by exhibitors must comply with the following terms and conditions in order to be accepted:

- **Every package must bear the duly completed ticket featured on the following page.**
- You may contact a forwarding agent/transport organisation who can deliver your packages to your stand.

**THE SITE CANNOT BE HELD RESPONSIBLE FOR ANY LOSS OF OR DAMAGE TO PACKAGES IF THESE CONDITIONS (DELIVERY DEADLINE AND LABELLING) ARE NOT MET.**

#### **B - COLLECTION**

**Packages must be removed on dismantling day or 24 hours after the 1<sup>st</sup> dismantling day.**

Take packages back down to the Delivery passage, bearing the haulier's sticker. The Société d'Exploitation de l'Acropolis refuses all liability for the loss or destruction of any equipment left behind after the event.

**The Société d'Exploitation de l'Acropolis de Nice shall not pay any costs of acceptance, customs duties or other (carriage).**

#### **C - UNLOADING OF LORRIES AND TRANSPORTATION TO STAND & VICE-VERSA**

Please contact Kristal bvba.

### **STORAGE OF PACKAGING REMOVAL OF WASTE**

Please contact Kristal bvba.

### **WASTE RECYCLING PROTECT THE PLANET**

The Société d'Exploitation de l'Acropolis de Nice remains at your disposal, throughout the exposition set up and dismantling period, for containers depending on the type of event in order to facilitate appropriate recycling of your waste.

Exhibitors who have products with the following pictograms :

toxic products (paint, adhesives, solvents etc.) must use the containers (special wastes) provided for use with these.

The skip location plan is available on site.

**LABEL**

Please print this sheet and stick it on EACH package. (1)

**NO PACKAGES WILL BE ACCEPTED WITHOUT THIS LABEL.**

Inform the stand designer where necessary.

**DO NOT COVER**



**DELIVERY ADDRESS :**

**Event Name :** 5TH ICHNO : 12-14 February 2015.....

**Client/Exhibitor Name (Society) :** .....

**Chez :**

**Société d'Exploitation de l'Acropolis de Nice**  
**Palais des Congrès**  
**1 Esplanade Kennedy**  
**06300 NICE**

**MANDATORY INFORMATION :**

All packages without the fully completed section below shall be refused.

**Destination space, room for delivery :**

.....

**Stand number :** .....

**Stand manager :** .....

**Manager's mobile N° :** .....

(1) Note : International packages must be sent with "International Commercial Terms" as ODP (Delivered Duty Paid). Goods delivered to a final destination, import customs clearance and taxes are the responsibility of the seller / dispatching organisation.

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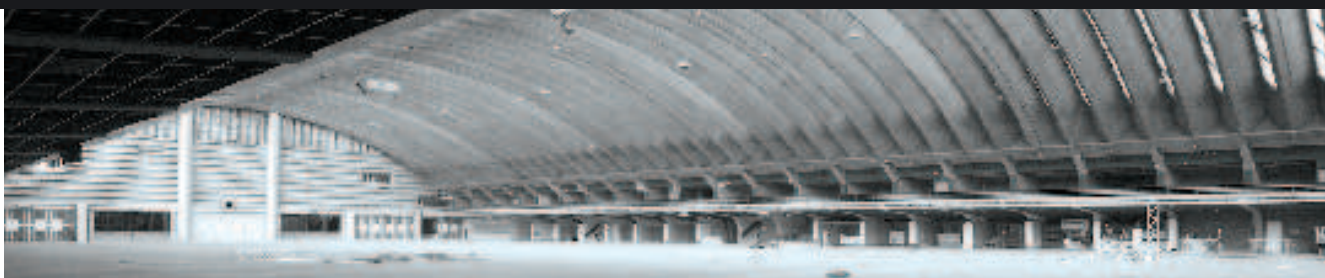
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# TERMS & CONDITIONS

## USE OF AREAS

# EXHIBITOR'S

# GUIDE



### GENERAL TERMS & CONDITIONS GOVERNING THE USE OF EXHIBITION AREAS

#### 1 - HOURS – OCCUPATION

Fittings or products belonging to exhibitors must be removed before the end of the periods allowed for exhibitors to leave or for shell stands to be dismantled. On failure to do so, the Société d'Exploitation de l'Acropolis de Nice shall proceed with the removal of said fittings at the expense, risks and perils of the exhibitor, without prejudice to any additional occupation supplement that Société d'Exploitation de l'Acropolis de Nice might claim.

#### 2 - INVENTORY MEASURES IN THE EVENT OF DAMAGE

Exhibitors shall take possession of the surfaces, fittings and materials requested in the condition in which they are provided and acknowledged to be in working order. They must return them at the agreed time in the same condition and in compliance with the following measures:

- All hooks from ceilings or fixings on to walls or pillars, even a poster, are formally prohibited. Exhibitors shall be invoiced for any damage resulting from non-compliance with said clause.
- Exhibitors shall be required to repair or replace lost or damaged material entrusted free of charge or in exchange for payment.
- Exhibitors shall be liable to pay for any damage to floors resulting from their actions. They shall be responsible for taking all measures (plastic, chipboard...) to ensure floors are protected in the event of risk.

**When laying carpet and due to the specific nature of our floors, a SCAPA sticky tape must be used to the exclusion of any other.** (see "Stand fitting out" sheet).

#### 3 - SIGNAGE

All signs hung outside any of the buildings (Palais des Congrès or the Palais des Expositions) or inside the hired spaces or provided are subject to prior consent from Société d'Exploitation de l'Acropolis de Nice. Putting up of all types of signage shall be exclusively performed by Société d'Exploitation de l'Acropolis de Nice.

#### 4 - PACKAGE DELIVERY

See "Deliveries" sheet.

#### 5 - STORAGE OF PACKAGING - REMOVAL OF WASTE

See "Deliveries" sheet.

#### 6 - CLEANING

Cleaning services are reserved exclusively for the Société d'Exploitation de l'Acropolis de Nice which is in charge of cleaning the aisles and communal areas of the exhibition spaces. **Exhibitors shall be responsible for daily stand cleaning (see "Services" sheet "Stand cleaning" heading).**

#### 7 - ANIMALS

No animals are allowed within the Palais precinct.

### ACCESS SURVEILLANCE & CONTROL

General surveillance of the two buildings (Palais des Congrès & Acropolis Expositions) is provided 24 hours a day, 7 days a week, by the Société d'Exploitation de l'Acropolis de Nice security service. Personalised stand surveillance shall be paid for by exhibitors (see "Services" sheet, "Personnel" heading). Société d'Exploitation de l'Acropolis de Nice shall not be responsible or held liable for any loss, theft or damage to property or materials left on stands.

- **Access to the Palais is conditional to presentation of a badge issued by the organiser.**

Société d'Exploitation de l'Acropolis de Nice reserves the right to ban access to the Palais, or to evict, any person, even badge holders, whose attitude or clothing is deemed to be incompatible with the brand image of the establishment, or who refuses to comply with health and safety regulations governing the premises.

### TAXES - DUTIES - ROYALTIES

**Exhibitors must pay all taxes and duties associated with their participation in the event.**

#### 1 - SACEM

Exhibitors must comply with regulations governing literary and artistic property. Please contact:

- **Sacem**  
Délégation de Nice - 35 rue Pastorelli,  
BP 1707 - 06012 Nice Cedex 1  
☎ +33(0)4 93 62 79 60

#### 2 - TVA

The Société d'Exploitation de l'Acropolis de Nice invoices its services exclusive of VAT, plus VAT applicable in accordance with valid French and European regulations.

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# TERMS & CONDITIONS

## USE OF AREAS

# EXHIBITOR'S

# GUIDE

### CUSTOMS

Please contact the following agency:

**Bureau de Douane de Nice Aéroport**

Aéroport Nice Côte d'Azur

BP 459 - 06008 Nice Cedex 1

☎ +33(0)4 93 21 37 78 - Fax: +33(0)4 93 21 40 50

### PARKING

Parking around the Palais is strictly regulated. It is restricted to equipment unloading and loading, during set up and dismantling periods. It is prohibited during the event.

- **Light vehicles:**

There is a car park nearby

(see detailed plan on the "Deliveries" sheet):

Parc Auto Vinci Park Complexe Jean Bouin

Place du XV<sup>e</sup> Corps - 06000 NICE

☎ +33(0)4 93 85 58 85 - Fax: +33(0)4 93 13 47 77



- **"Lorries":**

A parking area belonging to the city of Nice may be available (subject to availability). You will be duly informed by the event organiser.

### CATERING

Catering and the sale of all food and drinks on site are reserved exclusively for Société d'Exploitation de l'Acropolis de Nice.

### ACTIVITIES SUBJECT TO CONDITIONS

The following activities are prohibited within the Palais precinct unless prior, written consent has been received from Société d'Exploitation de l'Acropolis de Nice:

- All filming or sound recordings, all photographs, all total or partial reproduction (in the event of express consent from Société d'Exploitation de l'Acropolis de Nice, the latter reserves the rights thereto).
- All screenings of cinematographic and other documents not accompanied by the necessary statutory documents.

The use of the exhibitor's own personnel and equipment for the services listed below:

- Technical services (audiovisual, electricity, telephone, IT, water and compressed air connections)
- Space cleaning
- Security service

Exhibitors undertake to comply with the health and safety rules governing hired areas, and not to breach the rules of applicable commercial legislation. In the event of serious breach, the Société d'Exploitation de l'Acropolis de Nice reserves the right to terminate a contract with immediate effect and with no liability for damages.

Electric power supply distribution to stands is reserved exclusively for the Société d'Exploitation de l'Acropolis de Nice.

### APPLICABLE LAW IN THE EVENT OF DISPUTES

The present contract shall be governed by French law. In the event of problems and failure of mediation, the Nice Courts shall have sole jurisdiction.



Palais des Congrès



Palais des Expositions

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# SERVICES

5TH ICHNO : 12-14 February 2015

## **SERVICES** **CATALOGUE**

STAND FITTING  
YOUR VISUAL COMMUNICATION  
ELECTRICITY  
WATER  
GET CONNECTED!  
STAND TECHNOLOGY  
AVAILABLE SERVICES  
EXHIBITOR'S FOOD & BEVERAGES

## MODULAR STANDS

...OPTIMIZE YOUR SPACE

# EXHIBITOR'S GUIDE

### MODULAR BOOTHS SUPPLIES

#### MODULAR SHELL SCHEME PACKAGE

Set up of your stand including :

- . Floor carpet (same for all stands)
- . Lacquered aluminium structure
- . Beech or white coloured melamine panel
- . Two curved grey front signs : 1 unit on each open side, standard black lettering
- . Rental of rail equipped with 3 X 75 W spotlights
- . 1 kw 220 V mono electricity supply with earth & 10-16 A socket

### MODULAR STAND PLAN



16 sqm shell scheme

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## PERSONALIZED STANDS

# EXHIBITOR'S GUIDE

### PERSONALIZED FITTING OUT & DECORATION

Whether you require a simple or sophisticated stand, the Acropolis' team of professionals will be glad to study your requirements.

## DARE TO BE DIFFERENT !



Please contact your Project Manager or the Exhibitor Service who will gladly present the available stand options.



Illustration not contractual

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## LAYOUT YOUR MODULAR STAND

The Société d'Exploitation de l'Acropolis de Nice can propose a range of different solutions to help you stand out, create an ambiance, attract visitors... Carpeting, fabric, canopies, etc... Why not hire our material to give your stand that personal touch?

### DECORATION

Rental, installation and removal : rate for the duration of the exhibition

**Specify colour required on order form.**  
**Contact us for visuals.**

#### DS 01 - CARPET

Covered with polyane (transparent protective film) during the set up period which will be removed by us when the trade show opens Needle loom carpet (M3 norm) price per m<sup>2</sup>.

#### DS 02 - STRETCHED FABRIC

Wall covering (M1 norm) on stand panel, price per m<sup>2</sup>.

#### DS 03 - CANOPY

Ceiling fabric (M1 norm), price per m<sup>2</sup>.

#### DS 04 - DOUBLE-SIDED CARPET ADHESIVE

SCAPA BARNIER 101.

**For all carpets not laid by Société d'Exploitation de l'Acropolis de Nice. Price per roll (5 cm x 25 m). S.E.A.N. will invoice all supplementary cleaning and/or damage to the floor or partitions due to use of non-homologous adhesives.**

#### DS 05 - FELT PURCHASE/FIT

(1.80m wide) - (M1 norm), price per metre

Selection of different colors, depending on stock availability.

Please contact us accordingly

### MISCELLANEOUS FITTINGS

Rental, installation and removal : rate for the duration of the exhibition.

#### ED 01 - MELAMINE-COATED STAND PARTITION

(H x W = 2.50 x 0.95 m) - With aluminium structure.

**If you require a storage area for your stock:**

**Example for a 1m<sup>2</sup> space in a closed corner :**

#### ED 02 - SECURITY DOOR UNIT LOCKING SECURITY DOOR

Painted aluminium framework.

#### ED 03 - ADDITIONAL MELAMINE-COATED PARTITION

(H x W = 2.50 x 0.95 m) - Melamine-coated partition.

#### ED 04 - WHITE BANNER BOARD (TITLE OR LOGO PRINTING NOT INCLUDED)

Height 20 cm, 3 linear metres for Société d'Exploitation de l'Acropolis de Nice stands only.



Locking security door



White fascia with aluminium profile

Illustration not contractual

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Find out how to save time producing your stand decoration with our digital printing service.

## SIGN

Specify sign name on order form.

**EN 01** - Stand sign with double-sided printing  
(lettering on a white background)

**EN 02** - Printed stand-front sign  
(lettering on a white background)

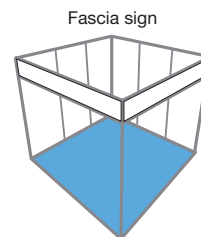
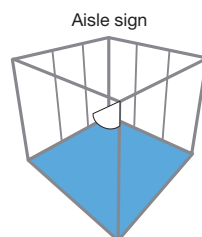
## COLOUR PRINTING ON FOREX

**FO 01** - Full height panel - 0.944 m x 2.40 m.

**FO 02** - Panel 1.50 m high - 0.944 m x 1.50 m.

## COLOUR PRINTING ON FABRIC STRETCHED

**BA 02**- Colour printed fabric stretched over aluminium frame.



Forex



Stretched canvas

Illustration not contractual

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## YOUR FURNITURE

# EXHIBITOR'S GUIDE

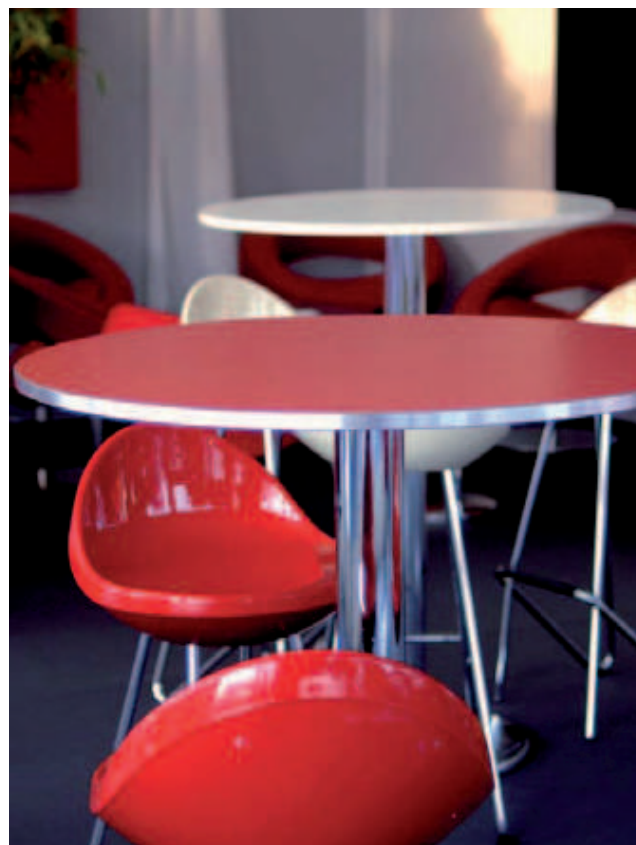
### FURNITURE & DECORATION

A sample selection of furniture and decorative elements for your stand.

Wide choice of products available. We can create a wide range of personalised decorative schemes.

- furniture selection.
- different colours and materials, design, lights...
- very large elements, themed decoration, etc.

Please contact your Project Manager or the Exhibitor Service to consult our offer and check availability.



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**N.B.:** only order extra power where necessary if your electrical connection is included.

**Note:**

- 1 kW = 1 000 W / - Frequency: 50 Hz
- Electrical consumption included.
- 1 x 220 V 10 to 16 A socket + earth supplied with each cabinet
- Cabinet protection: 30 mA circuit breaker
- For safety reasons, each electrical cabinet can only supply one stand.
- All electrical cabinet relocation shall be invoiced.

## CONNECTIONS

**BM 01** - 1 kW/220 V single phase connection.

**BM 02** - 3 kW/220 V single phase connection.

**BT 01** - 6 kW/220V single phase connection  
(= 2 x BM 02).

**Supplied with a female TETRA P17 32:**

**BM 02** - 10 kW/380 V tri phase connection with neutral.

**BM 03** - 15 kW/380 V tri phase connection with neutral.

**BM 04** - 20 kW/380 V tri phase connection with neutral.  
Power > 20 kW (please contact us for details)

## EXTRA POWER\*

\* Only if the connection is already included in your stand.

**PS 01** - Additional 1 kW power.

**PS 03** - Additional 3 kW power.

**PS 05** - Additional 6 kW power.

**PS 06** - Additional 9 kW power.

**PS 09** - Additional 19 kW power.

\* Only if the connection is already included in your stand.

## CONNECTIONS

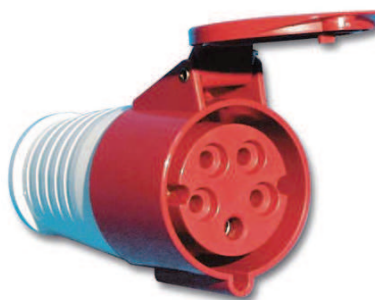
**CO 01** - 3 Socket adaptor with 1,50m extension lead.

**CO 02** - 10 A/16 A earthed socket on the edge of the stand, less than 3 m from the board cabinet, under the carpet.

**CO 03** - 10 A/16 A earthed socket on the edge of the stand, more than 3m from the board cabinet, under the carpet.

**CO 04** - 10 A/16 A earthed socket on the edge of the stand, less than 3m from the board cabinet, under the carpet (flat cable).

**CO 05** - 10 A/16 A earthed socket on the edge of the stand, over 3m from the board cabinet, under the carpet (flat cable).



Female TETRA P17 32

**Example 1 :**  
1 fridge 140 l  
+ 1 laptop  
= 1 electrical box of 1 kW

**Example 2 :**  
1 coffee machine  
+ 1 laptop  
+ 1 fridge 140 l  
+ 1 plasma screen  
= 1 electrical box of 3 kW



## LIGHTING

**EC 02** - 150 W halogen spotlight (please consult us).

**EC 03** - Track fitted with 3 x 75 W spotlights.

3 x 75 W spotlight track



## GUIDE 2014

Société d'Exploitation de l'Acropolis de Nice - Direction des Opérations - 1 Esplanade Kennedy - 06300 NICE

Exhibitor Service : exposition@nice-acropolis.com

Public limited company with a board of directors & supervisory committee with registered capital of 250 000€ APE : 9004Z - SIREN : 493 387 997 RCS NICE trade & company register

Conception : Nice Acropolis - Crédits photos : © Nice Acropolis - © JJ L'Héritier.

## CONNECTIONS

**A service floor (in accordance with access standards for PMR) must be included to cover service supply lines.**

**An inspection cover for access is mandatory in case of problems with services and supplies. Quotations available or supplied by us.**

### BE 01 - WATER CONNECTIONS & CONNECTION OF YOUR SINK

- Water supply: pipe (15 x 21 diameter) with female connection (20 x 27 or ¾ diameter).
- Water waste: pipe (32 mm diameter) with connector (49 mm or ½ diameter).

### BE 02 - WATER CONNECTION WITH WASTE & SINK HIRE

Sink dimensions: (L X H X D) = 90 x 80 x 60 cm

### BE 03 - CONNECTION OF OTHER APPLIANCES

**Mandatory** : please state on your order form the type of machine you wish to connect and in which location (on the enclosed plan).



Illustration not contractual



### Important, please consult us:

- N.B. certain locations cannot be supplied.
- Must consult us at the start of your project so that we indicate to you:
  - > feasibility of your request;
  - > any extra cost depending on the location.
- All water connection relocation shall be invoiced.

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## INTERNET CONNECTIONS

### 1 - INTERNET CABLE CONNECTION (SYMMETRICAL AND GUARANTEED ON RJ 45 OUTLET)\*

\* Please indicate the locations of RJ 45 points on the stand plan.

**IA 01** - 512 kb/s (all-inclusive price for duration of trade show)

**IB 01** - 1 Mo/s (all-inclusive price for duration of trade show)

**IC 01** - 2 Mo/s (all-inclusive price for duration of trade show)

**IW 01** - Additional RJ45 connection (sharing the above output).

Please contact us for faster internet requirements.

### 2 - WIRELESS CONNECTION

**IW 02** - Individual WIFI internet access with password, including speed (for 1 connexion, all inclusive price for duration of trade show regardless of length).

We can provide a WI-FI installation to meet your requirements : please contact us.

**In order to prevent interference with our WI-FI network we do not allow installation of individual WI-FI routers on stands.**



## TELEPHONE/FAX

**N.B.:** lines are auto-switched, passing via the Nice Acropolis switchboard. This means that they may be incompatible with certain IT equipment. Consult us where necessary.

**TE 01** - Hire of telephone with call package\*  
RTC analogue line.

**TE 02** - Hire of telephone line for bank card reader (TPE).

**TE 03** - Basic Numéris 2 x 64 kb/s connection\*\*  
or ISDN line.

**TE 04** - Fax hire with A4 paper on RTC analogue line.

\* Consumption in excess of this amount shall be invoiced at 40% over TELECOM rate.

\*\* Consumption shall be invoiced at 40% over TELECOM rate.

**Comments:** Exceeding of telephone credit shall be invoiced extra at the end of the event. Any unused credit shall not be reimbursed.



Illustration not contractual

**Notes :** Prices include delivery and installation on eve of event. Speeds in excess of 112 Mb/s : please consult us for details. We shall not be liable for distortion caused by your active equipment.

We can provide all installations and equipment to suit your needs : please consult us for details.

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## AUDIOVISUAL EQUIPMENT - SCREEN HIRE

	1 TO 2-DAY PACKAGE	3-DAY PACKAGE	4 TO 5-DAY PACKAGE
AB - 46" LCD screen	AB 01	AB 02	AB 03
AC - 55" LCD screen	AC 01	AC 02	AC 03
AD - 60" plasma or LCD screen	AD 01	AD 02	AD 03

Our screens are delivered on a standard stand which sits on your item of furniture (table...) see photo below.

Stand screen available :			
AE - Special stand hire (height of bottom of screen 1.50 m)	AE 01	AE 02	AE 03
AF - Mounted on partition, installation suppl. (all inclusive price for duration of trade show)		AF 01	

For longer than 5 days, please contact us.



### N.B.:

Screens may not be fixed to walls of our modular stands.  
A special partition is required for orders which involve fixing screens on partitions.

Illustration not contractual

## AUDIOVISUAL EQUIPMENT - OTHER HIRE

Public address systems : microphones, amplifiers, speaker systems etc...on request.

Audio and video players in all formats.

### N.B. :

- Prices include delivery and installation on eve of the event
- We can provide all the equipment and installations to meet your requirements : please contact us.
- For periods longer than 5 days, please consult us for details.

## GUIDE 2014

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## DATA PROCESSING

	1 TO 2-DAY PACKAGE	3-DAY PACKAGE	4 TO 5-DAY PACKAGE
<b>OB</b> - Laptop - 15" LCD screen French or English keyboard (to specify on your order form)	<b>OB 01</b>	<b>OB 02</b>	<b>OB 03</b>
<b>OC</b> - iMac Computer 20" French or English keyboard (to specify on your order form)	<b>OC 01</b>	<b>OC 02</b>	<b>OC 03</b>
<b>OD</b> - "All-in-one" Computer and Screen 19" French or English keyboard (to specify on your order form)	<b>OD 01</b>	<b>OD 02</b>	<b>OD 03</b>



### Notes:

- Prices include delivery and installation on eve of the event.
- For periods longer than 5 days, please consult us for details.
- We can provide all the equipment and installations to meet your requirements : please consult us for details.

Illustration not contractual



## PRINTER HIRE

	1 TO 2-DAY PACKAGE	3-DAY PACKAGE	4 TO 5-DAY PACKAGE
<b>PA</b> - Black and white network laser printed 30 pages/minute A4	<b>PA 01</b>	<b>PA 02</b>	<b>PA 03</b>
<b>PB</b> - Colour 22 pages/minute A4 laser printer (network) Forfait 1 000 pages includes + 0.45€ the additional copy	<b>PB 01</b>	<b>PB 02</b>	<b>PB 03</b>

Copiers all capacities, please consult us.

## SCREEN HIRE

	1 TO 2-DAY PACKAGE	3-DAY PACKAGE	4 TO 5-DAY PACKAGE
<b>SB</b> - 24" LCD screen	<b>SB 01</b>	<b>SB 02</b>	<b>SB 03</b>
<b>SC</b> - 32" LCD screen	<b>SC 01</b>	<b>SC 02</b>	<b>SC 03</b>

All screen sizes available upon demand.

### N.B.:

Screens may not be fixed to walls of our modular stands.  
A special partition is required for orders which involve fixing screens on partitions.

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**SOUND, LIGHT, VIDEO, STRUCTURES,  
DATA PROCESSING...**

## AN IDEA ? A TECHNICAL SOLUTION !

- Decorative and animated lightings.
- Metal structures for stands.
- LED walls, very large plasmas.
- Specific sound system, personalized atmosphere...

Please contact your Project Manager or Exhibitor Service, to help you for stand equipment and personalization.



Illustration not contractual

### GUIDE 2014

Société d'Exploitation de l'Acropolis de Nice - Direction des Opérations - 1 Esplanade Kennedy - 06300 NICE

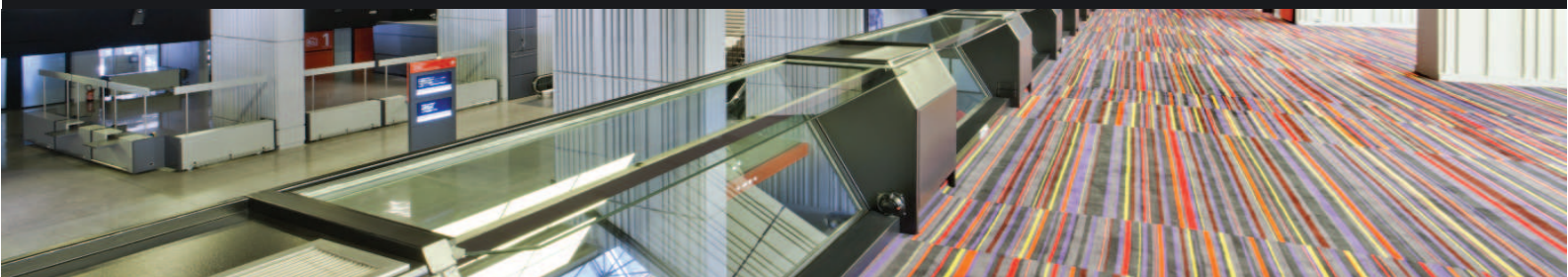
Exhibitor Service : [exposition@nice-acropolis.com](mailto:exposition@nice-acropolis.com)

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## AVAILABLE SERVICES

# EXHIBITOR'S GUIDE



### STAFF

**N.B.:** minimum 4 hour service.

#### 1 - HOSTESS

**HO 01** - Hostess or host, daytime hours (6 am to 10 pm).

**HO 02** - Bilingual hostess or host (english, french), daytime hours (6 am to 10 pm).

**HO 03** - Trilingual hostess or host English, French + another language (Italian, German, Spanish), daytime hours (6 am to 10 pm).

**(other language available price on application)**

#### 2 - HANDLER

**MA 01** - Handler, daytime hours (6 am to 9 pm).

#### 3 - SECURITY GUARD

**AS 01** - Security guard from Monday to Saturday, daytime hours (8 am to 9 pm).

**AS 02** - Security guard from Monday to Sunday, night-time hours (9 pm à 6 am).

**AS 05** - Security guard Sunday, daytime hours (6 am to 9 pm).

#### 4 - DOG HANDLER

**MC 01** - Dog handler from Monday to Saturday, daytime hours (6 am to 9 pm).

**MC 02** - Dog handler from Monday to Sunday, night-time (9 pm to 6 am).

**MC 04** - Dog handler Sunday, day-time (6 am to 9 pm).

**All other service (bank holidays...) shall be subject to a surcharge. Price on application.**

### STAND CLEANING

**NS 01** - Daily stand cleaning (floor, waste)

**NS 02** - Stand tidying prior to event opening (floor, partitions, furniture, waste, glass)

**NS 03** - Intermediate cleaning during the day (floor, furniture, waste) after lunch or drinks

**For all specific cleaning jobs, please contact us for details.**

### WASTE REMOVAL

- Skip hire with waste removal.
- Please contact us for details.**

Please indicate on the complementary information sheet enclosed with your order form:

- Times & dates;
- Assignment and tasks to be performed;
- For hostesses only:
  - > Languages required in addition to French for bilingual or trilingual personnel;
  - > Outfit (contact us for visuals).

Please contact us for hostess and handler working hours after midnight or on bank holidays.

Consult us for an english-speaking handler or a security agent.  
Other personnel : please consult us.



### GUIDE 2014

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### COFFEE & TEA

- FN 01 - Thermos flask of Coffee (1 l)
- FN 02 - Thermos flask of Tea (1 l)
- FN 37 - 50 Coffee machine capsules, cups & sugar
- FN 38 - Espresso coffee machine with 50 capsules, cups & sugar, maximum 5 days
- FN 39 - 40 milk doses

### BAR

- FN 03 - Coca-Cola / Coca-Cola light / Coke Zero 33 cl
- FN 04 - Perrier Sparkling water 33 cl
- FN 05 - Bottle of still water / sparkling water 50 cl
- FN 06 - Minute Maid Orange / Apple 33 cl
- FN 07 - Orangina soda 33 cl
- FN 41 - Fanta/Sprite/Tonic 33 cl
- FN 42 - 1 l bottle of Perrier, still water
- FN 09 - Pack of 12 cans Heineken beer\* 33 cl
- FN 10 - Pack of 12 cans Kronenbourg « 1664 » beer\* 33 cl
- FN 11 - Bottle of « Côtes de Provence » wine\* 75 cl (white/red/rose)
- FN 12 - Bottle of Bordeaux wine\* 75 cl
- FN 13 - Bottle of champagne brut\* 75 cl
- FN 14 - Bottle of champagne Pommery\* 75 cl
- FN 15 - Bottle of Single Malt Whisky\* 75 cl
- FN 50 - Bottle of Prosecco Bianco\* 75 cl

\* VAT at 19.6 % for alcohols.

### ACCESSORIES

- FN 16 - 200 paper napkins
- FN 17 - 50 plastic glasses
- FN 18 - 10 plastic champagne glasses
- FN 20 - Water fountain (19 l)
- FN 21 - 5-hour service package

### SNACKING

- FN 22 - 1 kg of peanuts
- FN 23 - Pack of plain crisps (4 packets)
- FN 43 - Fruit tray (15 pax)
- FN 25 - Surprise cheese party bread (36 pieces)
- FN 26 - Surprise cold cuts party bread (36 pieces)
- FN 27 - Mini club sandwiches (24 pieces)
- FN 28 - Prestige hors d'oeuvre platter (48 pieces)
- FN 29 - Mini French pastries assortment (25 pieces)
- FN 30 - Assorted macaroons (50 pieces)
- FN 45 - Assorted mini sweet cakes (57 pieces)

### FN 44 - Fruit kebab

### PETIT COCKTAIL

- FN 34 - MINI BAR package: 6 cokes, 6 Perrier, 6 Minute Maid, 6 bottles of still water, chips & peanuts, 50 napkins & glasses
- FN 46 - Aperitif package: white wine (1 bottle for 5, including glasses)
- FN 47 - Aperitif package: champagne (1 bottle for 5, including glasses)
- FN 48 - MAXI BAR package: 2 bottles of champagne

#### For orders please contact :

**Nathalie SKANDUL, Assistant**  
nathalie.skandul@nice-acropolis.com  
04 93 92 81 63

**Elisabeth MORGENTHALER, Co-ordinator**  
elisabeth.morgenthaler@nice-acropolis.com  
06 73 17 18 57

#### For application please contact :

**Mathieu JOURDAN-GASSIN, Catering Manager**  
mathieu.jourdangassin@nice-acropolis.com

The order form must be received 10 days prior to delivery in order to be processed.  
Orders must be paid for before the event.

### GUIDE 2014

Société d'Exploitation de l'Acropolis de Nice - Direction des Opérations - 1 Esplanade Kennedy - 06300 NICE

Exhibitor Service : exposition@nice-acropolis.com

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# SERVICES

5TH ICHNO : 12-14 February 2015

## **REQUIRED DOCUMENTS MUST BE RETURNED TO US**

TECHNICAL SERVICES COMPLEMENTARY SHEETS  
FOOD & BEVERAGE / CATERING COMPLEMENTARY SHEETS  
SAFETY FORMS  
ORDER FORMS

TO SPEED UP ORDER PROCESSING,  
PLEASE CHECK THAT YOUR FILE IS COMPLETE  
AND RETURN IT TO US AT THE FOLLOWING ADDRESS :  
[VENTE-EXPOSANTS.ACROPOLIS@NICE-ACROPOLIS.COM](mailto:VENTE-EXPOSANTS.ACROPOLIS@NICE-ACROPOLIS.COM)

Order deadline : January 09th, 2015

After the deadline, a 15% surcharge will apply to all services

## PLEASE COMPLETE ONE ORDER FORM ONLY PER STAND

This order form together with the price list/order form must be returned to the following address before the order deadline (see opposite):  
Société d'Exploitation de l'Acropolis de Nice - DIRECTION OPÉRATIONS - 1 Esplanade Kennedy - BP 4083 - 06302 Nice Cedex 4  
☎: +33(0)4 93 92 83 49 / 83 50 - Fax: +33(0)4 93 92 82 55  
Email: exposition@Nice-acropolis.com

**EVENT NAME** 5TH ICHNO : 12-14 February 2015

**STAND NAME**

**STAND N°**

N.B.: even if no items are ordered, it is **OBLIGATORY FOR ALL EXHIBITORS** to complete and return pages 1 (general information) and 3 (stand diagram) of this form.

## CONTACTS

### DOSSIER PREPARATION & TRACKING CONTACT

Name Company

Tel Fax Email

### STAND MANAGER ON SITE

Name Company

Tel Fax Email

### STAND DESIGNER

Name Company

Tel Fax Email

## INVOICING ADDRESS

Company name

Address

Postcode Town/City

Country

Company Siret N°  
(French companies)

and Intra-community VAT N°  
(OBLIGATORY)

and Tax identification n° or TIN (Non-CEE foreign companies)

## GOVERNMENT AGENCIES ONLY

☐ Administrative order form sent

### TYPE OF STAND USED

- We have reserved a pitch measuring \_\_\_\_\_ m<sup>2</sup>
- ☐ We will set up our own stand (our own partitions, our own signage)
- ☐ We will use modular design stands available from Société d'Exploitation de l'Acropolis de Nice

INDICATE THE NAME ON THE SIGN FEATURED ON YOUR STAND  
Your stand sign: (maximum 20 characters)

□ □ □ □ □ □ □ □ □ □ □ □ □ □ □ □ □ □ □ □

☐ We wish to make an appointment with Société d'Exploitation de l'Acropolis de Nice to design and build a customised stand.  
Contact : Exhibitor Service  
☎: +33(0)4 93 92 83 49 / 83 50 - Fax : 04 93 92 82 55  
Email: exposition@Nice-acropolis.com  
or your Project Manager

## GUIDE 2014

Société d'Exploitation de l'Acropolis de Nice - Direction des Opérations - 1 Esplanade Kennedy - 06300 NICE

Exhibitor Service : exposition@nice-acropolis.com

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Conception : Nice Acropolis - Crédits photos : © Nice Acropolis - © JJ L'Héritier.

Order deadline : January 09th, 2015

After the deadline, a 15% surcharge will apply to all services

**PLEASE COMPLETE IF YOU WISH TO ORDER ONE OF THE PRODUCTS OR SERVICES STATED BELOW.**

**EVENT NAME** 5TH ICHNO : 12-14 February 2015

**STAND NAME**

**STAND N°**

## HANDLER

Duties & tasks to perform:

Days & times:

## SECURITY

Duties & tasks to perform:

Days & times:

## HOSTESS

Duties & tasks to perform:

Days & times:

Language: French ☐ English ☐ German ☐ Italian ☐ Other: ☐

Hostess outfit (contact us for visuals):

## STAND DECORATION

☐ **Carpet** - Specify colour:

☐ **Stretched fabric** - Specify colour:

☐ **Canopy** - Specify colour:

Sign on your stand other than sign included with PEGASE stand: (maximum 20 characters)

## COMPUTER KEYBOARD

Language: French ☐

English ☐

## COMMENTS

### GUIDE 2014

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After the deadline, a 15% surcharge will apply to all services

**STAND N°**

▼ 1 m ▲

◀ 1 m ▶

**exposition@Nice-acropolis.com**

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Order deadline : 10 days prior to delivery

### PLEASE COMPLETE IF YOU WISH TO ORDER F&B SERVICES

**Your order form MUST BE returned together with complementary sheets + safety forms + plan to the following address 10 days prior to delivery:**

Société d'Exploitation de l'Acropolis de Nice - F&B - RESTAURATION - 1 Esplanade Kennedy - BP 4083 - 06302 NICE Cedex 4

Contact : M. JOURDAN GASSIN, Catering Manager

☎ : +33 (0)4 93 92 83 15 - Fax : +33 (0)4 93 92 83 48 - Email : mathieu.jourdangassin@nice-acropolis.com

Assistant : Nathalie SKANDUL

☎ : +33 (0)4 93 92 81 63 - Fax : +33 (0)4 93 92 83 48 - Email : nathalie.skandul@nice-acropolis.com

Coordinator : Elisabeth MORGENTHALER

☎ : +33 (0)6 73 17 18 57 - Fax : +33 (0)4 93 92 83 48 - Email : elisabeth.morgenthaler@nice-acropolis.com

**EVENT NAME** 5TH ICHNO : 12-14 February 2015

**STAND NAME**

**STAND N°**

### CONTACTS

#### DOSSIER PREPARATION & TRACKING CONTACT

Name Company

Tel Fax Email

#### STAND MANAGER ON SITE

Name Company

Tel Fax Email

#### STAND DESIGNER

Name Company

Tel Fax Email

### INVOICING ADDRESS

Company name

Address

Postcode Town/City

Country

Company Siret N°  
(French companies)

and Intra-community VAT N°  
(OBLIGATORY)

and Tax identification n° or TIN (Non-CEE foreign companies)

### SIGNATORY

Name

Job title

DATE, SIGNATURE\*\* & STAMP

\*\* Signature confirms full, unreserved acceptance of the general terms and conditions of hire and sale, the client acknowledging that it receipt and cognisance of the latter.

### GUIDE 2014

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Must be return

Deadline : January 09th, 2015

MUST BE RETURNED TO: Société d'Exploitation de l'Acropolis de Nice - SERVICE VENTE EXPOSANTS

1 Esplanade Kennedy - BP 4083 - 06302 Nice CEDEX 4 - ☎: +33(0)4 93 92 83 50 - Fax: +33(0)4 93 92 82 55

Email : exposition@nice-acropolis.com

EVENT NAME 5TH ICHNO : 12-14 February 2015

STAND NAME

STAND N°  
(IF KNOWN)

## COMPANY

Company name

Address

Stand manager

Job title

Tel

Fax

Email

## STAND DESIGNER / DECORATOR

Company name

Address

Stand manager

Job title

Tel

Fax

Email

This safety form is MANDATORY for ALL exhibitors.

- **Working equipment declaration:** if you have nothing to declare, simply tick the corresponding box.
- **Electrical conformity certificate:** tick the box corresponding to your situation.
- **Working equipment & use of fuel request**
- **Stand authorisation request:** upper level / full ceiling / canopy
- **Safety questionnaire:** to be completed only for stand materials provided by you (materials, furniture, construction materials...). Do not complete for fittings or furniture supplied by the Société d'Exploitation de l'Acropolis de Nice. If you have nothing to declare, simply tick the corresponding box. Please return the materials certificates to us with this form.
- **Customised stands:** please provide us with your project plans for approval by our security manager.
- **Marquee erection certificate**

## STAND SURFACE AREA

M²

☐ We will be providing and assembling our own stand☐ We have chosen the Nice Acropolis modular stand.☐ No floor☐ Floor area \_\_\_\_\_ m²

Floor height: \_\_\_\_\_ cm

Reminder : Wheelchair access mandatory

Date

Name

Job title

Signature:

COMPANY STAMP

SAFETY MANAGER'S SIGNATURE

## GUIDE 2014

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Must be return

Deadline : January 09th, 2015

EVENT NAME 5TH ICHNO : 12-14 February 2015

STAND NAME

STAND N°  
(IF KNOWN)

## WORKING EQUIPMENT DECLARATION

☐ I hereby declare that I have not brought in or will not be using any apparatus or product requiring this form to be completed.

## FORM

## SPECIFIC RISKS

Electrical energy source &gt; 100 KVA:

Inflammable liquids (other than car petrol tanks):

Type:

Quantity:

Mode of use:

## RISKS REQUIRING AN AUTHORISATION REQUEST OR A SPECIAL DECLARATION

N.B.: If you plan to use an item of equipment featured in this heading, please refer to the chapter devoted to it in the "FIRE SAFETY" section of the event schedule of conditions.

Thermal or combustion engines:

Smoke generators:

Liquid gas (acetylene, oxygen, hydrogen, etc.):

Type:

Quantity:

Radio-active source:

X-ray emitter:

Laser:

N.B.: The authorities' decisions concerning authorisation requests shall be notified to the exhibitor by the organiser.

## TYPE OF EQUIPMENT OR APPLIANCE INVOLVED IN WORKING PRESENTATION

N.B.: Equipment presented as part of working displays must either feature fixed screens or housing that keep all dangerous parts out of the reach of the general public, or everything must be positioned at least one metre back from the general circulation routes. Demonstrations are performed wholly at the exhibitor's liability.

## GUIDE 2014

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Must be return

Deadline : January 09th, 2015

EVENT NAME 5TH ICHNO : 12-14 February 2015

STAND NAME

STAND N°  
(IF KNOWN)

## ELECTRICAL CONFORMITY CERTIFICATE

- ☐ I wish to use a modular PEGASE stand installed by the Société d'Exploitation de l'Acropolis de Nice.
- ☐ I hereby declare that I will not be performing any electrical installation work.
- ☐ I declare that stand electrical installations have been fitted by skilled personnel in compliance with industry practice and that the equipment used complies with valid norms governing public venues

## AUTHORISATION REQUEST: WORKING EQUIPMENT &amp; FUEL USE

Exhibitors with working equipment on their stand and/or using a fuel defined in **article T8**  
(« Exhibitor & stand hire party obligations ») must submit an authorisation request to use this type of equipment.

Summary description of the equipment:

## STAND AUTHORISATION REQUEST: UPPER LEVEL / FULL CEILING / CANOPY

All stands with a full ceiling (including brushed cotton type canopies), as defined in **articles T22 and T23** must be the object of a MANDATORY authorisation request using this form. Requests shall be processed on a first come, first served basis and shall take into account measures already taken for general installation.

**Mandatory documents to enclose with this request:**

1 stand installation plan, calculation memos and certificates for materials used.

**Comment : « net » and sprinkler-certified canopies do not fall under this category.**

Stand surface area:

Upper level surface area:

Full ceiling surface area:

Type of material used:

**N.B.:** Acceptance is subject to safety commission consent, complementary measures may be requested at the exhibitor's expense.

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Exhibitor Service : exposition@nice-acropolis.com

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Must be return

Deadline : January 09th, 2015

**EVENT NAME** 5TH ICHNO : 12-14 February 2015**STAND NAME****STAND N°**  
(IF KNOWN)**SAFETY QUESTIONNAIRE**
☐ I hereby declare that i have not brought in any items that require this table to be completed.

MATERIALS	PLAN LOCATION REF.	THICKNESS IN mm	DESCRIPTION / COMMERCIAL BRAND	REQUIREMENT	CLASSIFICATION	
					PLANNED	LABORATORY: CERTIFICATE NUMBER
<b>FRAMEWORK</b>				M3		
<b>PARTITIONS</b> Hard wood Soft wood Laminate Chipboard Melamine-coated				M3 THICKNESSES: 14 mm 18 mm 18 mm 18 mm 7 ou 8 mm		
<b>PARTITION COVERINGS</b>				M2		
<b>FLOOR COVERINGS</b> Carpet (floor) Carpet (podium or platform)				M4 M3		
<b>CEILING</b> Canopy				M1 PERMEABLE TO SMOKE		
<b>PLASTIC MATERIALS</b>				M2		
<b>PAINTS</b>				WATER-BASED		
<b>DECORATIVE ELEMENTS</b> Hangings Curtains Nets Relief elements				M2		
<b>TRANSPARENT OR TRANSCENT ELEMENTS</b>				GLASS: toughened or laminate PVC or polycarbonate: M2		
<b>LAYOUT &amp; LARGE ITEMS OR FURNITURE</b>				M3		
<b>ARTIFICIAL FLOWERS</b>				M2		

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Must be return

Deadline : January 09th, 2015

**EVENT NAME** 5TH ICHNO : 12-14 February 2015**STAND NAME****STAND N°**  
(IF KNOWN)**MARQUEE ERECTION CERTIFICATE****COMPANY**

Place:

Date :

Company name:

Company address:

I, the undersigned (family name, first name):

Job title or function in the company:

Do hereby certify that the marquee:

- ☐ Assembly corresponds to manufacturer's requirements
- ☐ Assembly and equipment comply with safety register requirements
- ☐ Is weighted down to withstand a minimum wind speed of 90 km per hr

Safety register N°:

Manufacturer:

Erection performed for:

Stand N°

Operator:

Job title or function:

To speed up order processing please check that your file  
is complete and return it to us at the following address :

By Email : **exposition@nice-acropolis.com**  
By Fax : **04 93 92 82 55**  
By Post : **NICE ACROPOLIS - Service Vente exposants**  
**1 esplanade Kennedy - BP 4084 - 06302 NICE CEDEX 4**

**Signature :**

COMPANY STAMP

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# SAFETY

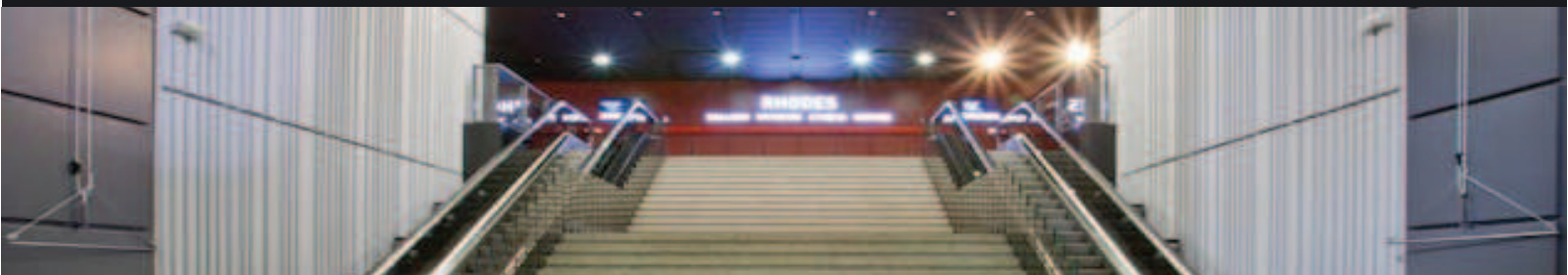
5TH ICHNO : 12-14 February 2015

## **SAFETY RULES**

"READ CAREFULLY"

# SAFETY RULES OF SPACES

# EXHIBITOR'S GUIDE



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## REGULATION

### 1 - INTRODUCTION

This document constitutes the events schedule of conditions required by article T5 § 3 of the decree of January 11 2000. The events safety manager must ensure compliance with the safety measures described in this document.

#### 1.1 - Identification of safety manager(s)

Please contact the organiser for safety manager's contact details.

#### 1.2 - Application of regulations:

##### General provisions

All breaches of the regulations cited in this schedule of conditions may result in the immediate exclusion of all infringing persons or exhibiting companies, at the sole discretion of the Organiser

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and/or management of the company using the event.

This applies in particular for failure to take out appropriate insurance, non-compliant fittings, non-compliance with safety rules, empty stands, etc...

In this instance, the Organiser shall enjoy the right to keep exhibits and fittings or decorative elements belonging to the exhibiting company.

In the event of disputes, exclusive jurisdiction shall be awarded to Nice court. The French version of the text of these regulations shall be legally binding.

## **2 - EXHIBITOR & STAND HIRE PARTY OBLIGATIONS**

### **2.1 - Introduction**

Exhibitors and stand hire parties must comply with the provisions of this schedule of conditions.

#### **Health & Safety**

Exhibitors are required to be familiar, and comply, with Safety measures and Health regulations imposed by the Public authorities, including for materials and products exhibited for sale or demonstration purposes.

Smoking is forbidden in public spaces.

### **2.2 - Acceptance visit by the safety manager**

Stand fitting must be completed in time for the Safety Manager's acceptance visit.

On each stand, the exhibitor or its qualified representative must be present during said inspection and must be able to provide comprehensive information on the installations, provide valid fire retardancy certificates for stands, canopies, hangings, carpets, plus decoration materials used.

The safety manager enjoys full powers, with respect to the safety of the general public, to have stand installations that do not comply with norms modified to protect visitors.

A final report shall be submitted to the organiser. This report shall provide an opinion on whether or not it is possible to open all or part of the event to the general public and is submitted to the administration by the organiser.

At the Safety manager's proposal, the organiser must bar the use of stands that fail to comply with the provisions of the decrees of November 18 1987 and January 11 2000. In this case, the organiser shall refuse electrical wiring and supply of other fluids.

### **2.3 - Inspection by the administration**

The safety commission may conduct an acceptance inspection of the installations specific to the event prior to opening to the public.

**N.B.:** also exhibitors must be present on their stand during the safety inspection visit with the necessary valid fire retardancy certificates, authenticating the safety references for the decorative materials used.

All fire retardancy certificates issued by the European Community must be written in French.

### **2.4 - Special stand authorisation**

Exhibitors or stand hire parties with special stands such as large enclosed areas, an upper level, must provide the Safety manager with a fittings dossier 2 months before the event.

This dossier shall comprise:

- A stand plan featuring dimensions and access
- A descriptive notice specifying the materials used to build and decorate the stand.
- A calculation memo shall be produced by a specialist consultancy for stands on the first floor.

### **2.5 - Special provisions**

«Working machines» exhibited on the stands must be declared to the organiser 1 month before the event.

Thermal or combustion engines, exhaust generators, propane gas, hazardous gases, radioactive sources, X-rays and lasers presented on the stands must be the object of an authorisation request to the competent administration 1 month prior to opening to the general public.

This request shall be forwarded to the administration by the organiser's safety manager.

The mandatory document to be used for declarations or authorisation requests is featured in the appendix.

The Safety manager shall indicate the special measures to be adopted on stands for which declaration is required and shall provide notification of the administration's decisions for stands subject to authorisation.

## **3 - STAND FITTINGS**

### **3.1 - Material fire retardancy**

Materials are classified into 5 categories: M0/M1/M2/M3/M4. The fire retardancy rating guarantee must be provided either in the form of a test certificate from a certified laboratory, or by markings stipulating compliance with the NF norm, or by identification located on its edge if fire retardancy treatment has been performed in a factory or workshop, or by a stamp or a seal if the treatment is performed «in situ».

Proof of rating is not necessary for traditional materials with conventional ratings.

**Note:** Fire retardancy treatment can only be performed on wooden panels or on natural materials containing a high proportion of natural fibres. It is not possible for synthetic and plastic materials.

**N.B.:** Certificates of foreign origin cannot be accepted. Only certificates from French certified laboratories will be accepted.

**Exhibitors and stand hire parties must provide the safety manager with fire rating guarantees for materials used on request.**

### **3.2 - Fire retardancy rating for stand construction materials:**

Framework, construction of large fixtures (cash desk, counter, presentation display, dividing partition, etc.) M3.

Fitting over the aisles (signage structure or banner, footbridges, etc) is forbidden.

#### **• Wall coverings**

These provisions do not apply to interior design trade shows and stands exhibiting textiles and wall coverings. Natural or plastic textiles (M0, M1 or M2) or fire retardancy treated.

They can then be stretched or fixed in place by staples. Various coverings (materials, papers, plastic film) which are very thin (maximum 1 mm) can be stuck directly onto supports made from M0, M1, M2 or M3 materials. Waffled and embossed paper must be stuck directly onto M0 materials only.

If said exhibited materials are used to decorate partitions or false ceilings and if they represent over 20 % of the total surface area of said elements, the provisions of the previous paragraphs shall apply.

#### **• Drapes - Hangings - Curtains**

Can be floating if M0, M1 or M2.

Are banned on stand entrance and exit doors.

Authorised on doors to stores.

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- **Paints & varnishes**

Banned if they are deemed to be inflammable.  
(e.g. Nitrocellulose, or glycerophthalic).

- **Floor coverings**

Must be made from M4 materials and fixed in place solidly.  
Coverings, horizontal or not, on podiums, platforms or terraces over 0.30 m high with a total surface area over 20 m², must be made from M3 materials.

If their total surface area does not exceed 20m², said coverings can be made from M4 materials.

For M3 or M4 rated carpets laid on wood special attention must be paid to the laying method.

Fire retardancy certificates must state: "Valid to stretch lay on all M3 supports".

- **Floating elements**

Floating decorative or fascia elements (advertising panels with a surface area over 0.50 m², garlands, light decorative features, etc.) must be made from M0 or M1 materials.

The use of signs or advertising panels featuring white letters on a green background is absolutely prohibited.

- **Flower decorations**

Flower decorations made from synthetic materials must be limited. In cases to the contrary, such decorations must be made from M2 materials.

For natural plants, preferably use peat compost which should be kept damp at all times.

- **Furniture**

(chair, table, desk, etc.): no requirements.

Lockers, counters, shelves, etc. must be made from M3 category material and be fire retardancy treated for compliance purposes.

- **Canopies**

In establishments not protected by an automatic water sprinkler system, canopies must be made from category M0 or M1 materials. An effective hanging system must be used to prevent canopies from falling. They shall be supported by a criss-cross wire system whose mesh is smaller than 1 m².

The suspension and fixing of full ceilings and false ceilings must be made from category M0 materials.

When insulation materials are fitted in voids of standard and false ceilings, suspension and fixings of standard and false ceilings can be made from M1 category materials.

- **Standard & false ceilings**

They must be made from M0 or M1 materials; It is acceptable for 25 % of the total surface area of said standard and false ceilings to be M2.

Lighting and accessories shall be included for the purposes of calculating this percentage; If the constituent elements of standard and false ceilings are openwork or made from netting, they can be M2 when the surface area of full materials accounts for less than 50 % of the total surface area of said standard and false ceilings.

### 3.3 - Special fitting rules - partitioning

- **Exhibition area floor to ceiling heights:**

> <b>MÉDITERRANÉE level 1:</b>	3.73 m
> <b>AGORA level 1:</b>	4.50 m
> <b>AGORA level 2:</b>	3.50 m
> <b>AGORA level 3:</b>	3.20 m
> <b>RHODES level 2:</b>	3.49 m

> <b>RISSO 6A level 2:</b>	2.83 m
> <b>RISSO 6B level 2:</b>	2.83 m
> <b>RISSO 7A level 2:</b>	2.42 m
> <b>RISSO 7B level 2:</b>	2.42 m
> <b>RISSO 8A level 2:</b>	2.42 m
> <b>RISSO 8B level 2:</b>	2.42 m
> <b>LES MUSES level 3:</b>	4.10 m
> <b>FOYER/LOUNGE level 3:</b>	4.02 m

- **Overhead hanging hooks**

For safety and compliance with regulations reasons all overhead hooks are reserved exclusively for the Société d'Exploitation de l'Acropolis de Nice.

### 3.4 - Suspended signs/scenery structure

The bottom of the sign must not obscure visibility of the emergency exits, between two stands.

For immediately adjoining stands, all signage higher than 2.50m must be set back by 1 m in relation to the neighbouring stand.

## 4 - SPECIAL STANDS

### 4.1 - Enclosed stands

Enclosed stands must have direct exits onto aisles. Their number and their width shall vary according to the surface area of the stand:

- Stand < 20 m²: 1 x 0.90 m exit
- Stand 20 m² to 50 m² stands: 2 x 0.90 m and 0.60 m exits
- Stand 50 m² to 100 m² stands: 2 x 0.90 m exits or 2 x 1.40 m and 0.60 m exits
- Stand 101 m² to 200 m² stands: 2 x 1.40 m and 0.90 m exits

Exits must be carefully distributed and opposite each other where possible. They shall be indicated by an "exit" sign in white letters on a green background.

If the stand is enclosed by doors, the latter must open in the direction of exit, with no system enabling them to be blocked, without impinging on the public circulation aisles.

### 4.2 - Stands with upper levels, covered stands, full standard & false ceilings:

These stands must comply with all of the following terms and conditions:

- Surface area < 300 m².
- At least 4 m apart.
- Total surface area of standard and false ceilings (including upper levels) equal to less than 10 % of the surface area of the level concerned.

If the surface area is > 50 m² they must incorporate the appropriate extinguisher systems serviced by a fire safety agent and safety lighting featuring independently powered units on the ground floor.

### Stands with upper levels must comply with the following measures:

They can only have one upper level which must not be covered.

- Solidity and stability shall be inspected on assembly by a certified inspection agency (APAVE, SOCOTEC, VERITAS...).
- The inspection office shall send the Safety manager a certificate indicating its conclusions on plans and calculation notes.
- Fixtures must withstand loads of 500 kg per m². Body rails must withstand a force of 100 kg per linear metre.
- Glass panels used for protection must be reinforced or laminated. «Securit» glass may not be used.

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### Levels must be serviced by stairs:

- Upper level < 50 m<sup>2</sup>: 1 x 0.90 m stairs
- Upper level 50 m<sup>2</sup> to 100 m<sup>2</sup>: 2 x 0.90 m stairs or 2 x 1.40 m and 1.60 m stairs
- Upper level of 101 m<sup>2</sup> to 200 m<sup>2</sup>: 2 x 1.40 m and 0.90 m stairs.

For stands that are slightly raised (maximum 10 cm) provision shall be made for an accessibility ramp for mobility-challenged people.

### 4.3 - Catering stands or drinks outlets

Exhibitors with this category of stand shall ensure that the layout of the tables and chairs reserved for catering do not spill out onto the narrow aisles reserved for the general public.

They shall also ensure that they do not block exit and emergency exit doorways.

Cooking in the halls is formally forbidden except by exemption from the organiser.

Electrical boards must be isolated from neighbouring inflammable areas by a gap measuring at least 0.50 m. They shall be away from splashes from liquids, out of the general public's reach.

All apparatus used by catering personnel must comply with regulations and legislation of the Labour Code and the Protection of Workers.

Catering stand or drinks outlet operations must comply with DDASS and DDSV health rules.

- Waste water must only be evacuated into the drainage system of the Parc des Expositions.
- Each stand shall be equipped with a non manually operated hand basin,
- The stand floor shall be smooth and washable (no carpet),
- Food stuffs shall be stored in refrigerated displays and kept at +3°C,
- Waste shall be stored in plastic bags and shall be cleared away by the exhibitor into purpose containers.
- Clean and dirty product circuits must not cross under any circumstances,

**N.B. :** the veterinary services may perform inspection visits during the event.

### Shall be deemed

- to be cooking apparatus, apparatus used to cook food stuffs, for immediate or later consumption, such as ovens, fryers, slow cookers, naked flames;
- such as warming apparatus, apparatus used exclusively for reheating prepared food such as warming ovens, heating cabinets, microwave ovens and bain maries.

### Shall not be deemed to be cooking or heating apparatus

- apparatus used to keep prepared food warm such as hot water bain maries or infrared lamps;
- freely usable microwave ovens with a unit power up to 3.5 kW installed in rooms accessible to the general public.

### Cooking & warming apparatus compliance

- § 1. Apparatus must be NF marked.
  - § 2. Ovens built on site must be made from refractory materials and be designed in such a manner that the maximum temperature on their outer face does not exceed 100°C.
- Refractory materials must comply with norm NF EN 993. Said provisions must be certified by the installer.

### General rules for installing apparatus

- § 1. Cooking and warming apparatus must only be located less than 50 cm away from a wall if clad in materials rated category M0 or A2-s1, d1.  
This provision shall not apply to NF marked apparatus, which is subject to the manufacturer's installation recommendations.
- § 2. In the case of cooking and warming apparatus that run on liquid or solid fuels, the floor of the premises must be made from noncombustible materials or clad in category M0 or A2fl rated materials.
- § 3. Cooking and warming apparatus must be fastened to stable elements of the building in the event, in terms of their construction, they are not sufficiently stable to withstand moving or falling over.

### Extinguisher systems

Large kitchens, warming galleys and individual cooking islands must be fitted with extinguishing systems adapted to the risks present.

### Apparatus power limit

- § 1. The use of cooking or warming apparatus is authorised if its total useful power does not exceed 20 kW.
- § 2. With respect to small portable apparatus, solely the following are authorised:
  - > electrical or gas apparatus whose useful power does not exceed 3.5 kW;
  - > butane gas apparatus fuelled by a bottle weighing no more than 1 kg;
  - > apparatus with non-pressurised alcohol burners, with a capacity of no more than 0.25 l. They must be filled away from the general public.

### Installation conditions

- § 1. Apparatus must be immobilised with the exception of small portable apparatus. The use of butane bottles weighing more than 13 kg is banned in the Palais des Congrès.
- § 2. In premises accessible to the general public and in exemption to the provisions of article GZ 8, it is acceptable to use:
  - > a butane bottle weighing no more than 13 kg on condition that the latter and the electrical supply system are located away from the general public;
  - > a cupboard made from non-combustible materials, extensively ventilated, fitted with a bottle closing system;
  - > one or more bottles weighing no more than 1 kg supplying small portable apparatus.

### 4.4 - Mobile home installation

When using a mobile home inside a building a skirt must be fitted to it made from non-combustible materials in order to make the underside of the mobile home inaccessible.

### 4.5 - Marquees & structures

If an establishment of this type has been erected, it must comply with articles CTS 1 to CTS 37 of the decree of 23/01/85B and must be the object of an erection certificate.

## 5 - GAS & HEATING INSTALLATIONS

### 5.1 - Bottled butane & propane

The use of bottles of butane weighing more than 13 kg is banned in the Palais des Congrès. Bottles weighing less are authorised in the Palais des Expositions hall subject to the following conditions: they must be fitted with standardised valves, located out of the general public's reach and protected from impacts.

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The number of bottles shall be limited to 6.

Bottles shall be separated by a rigid, non-combustible screen allowing 10 m<sup>2</sup> for each bottle, at least 5 m apart.

Supple or flexible connection hoses must be NF compliant, renewed on their expiry date, be adapted to fit the diameter of nozzles with clamping collars and must not be more than 2 m long. No unconnected empty or full bottles must be left inside the exhibition areas.

### 5.2 - Independent heating apparatus

The use of independent electric, gas-fuelled, liquid, solid heating apparatus is forbidden.

## 6 - ELECTRICAL INSTALLATIONS

### 6.1 - Introduction

The supply of electric power on the stands is reserved exclusively for the Société d'Exploitation de l'Acropolis de Nice.

Electrical installations on stands must be performed by persons with an in-depth knowledge of the specific risks that will enable them to design and commission execution of the works in compliance with safety regulations.

The installation must be protected at source against surges and against earthing faults.

Electrical materials used shall comply with relevant French or European norms.

**Provision to be made for an electrical panel comprising a 30mA circuit breaker**, protective devices against surges calibrated at 10 A for lighting and 16 A for sockets, an emergency cut out on all active wires.

All metal masses must be interconnected and connected to the stand electrical cabinet earth. The electrical connections must be housed in a derivation box. The electrical cabinet must be permanently accessible to stand personnel as well as technical personnel on the exhibition site.

Installation compliance may be checked by a certified inspection office. In the event of failure to comply with safety requirements, the organiser shall be entitled to cut off power to the stand.

### 6.2 - Electrical cables

They must be insulated to take a minimum voltage of 500V (Scindex H03VHH flex is prohibited).

Only use cables with protective sheaths on each wire which are housed in a communal protective sheath.

Cables can be fastened to stand structures using cable fasteners every 40 cm. Wires < 1.5 mm<sup>2</sup> are prohibited.

### 6.3 - Electrical apparatus

All apparatus, with the exception of class II apparatus (double insulation) must be connected to the protection circuit.

Plug adapters and multiple sockets (T) are prohibited, bases with multiple sockets for fixed PCs protected by 16A fuses or circuit breakers are accepted. For power > 16A apparatus shall be powered by an appropriate circuit.

Mobile or semi mobile apparatus can be powered in the same way as portable apparatus, cables shall be less than 1 m long.

### 6.4 - High voltage illuminated signs

Mark the installation «Danger Haute Tension» (Danger high voltage). Fix the neon sign onto the stand using porcelain insulators. They must be out of reach of the general public and stand personnel.

In the event that they are enclosed in insulating sheaths, the latter shall be made from category M3 materials.

The cut out switch must be marked and transformers placed in a location which cannot pose a danger to people.

## 7 - INFLAMMABLE LIQUIDS

The use of inflammable liquids is restricted, per stand, to 5 l of category 1 liquids (benzene, toluene, hexane, butane, xylene, turpentine) and 10 l for every 10 m<sup>2</sup> of stand (80L maximum) for category 2 liquids (diesel).

Stands must be equipped with a 9 kg powder extinguisher, a water-tight receptacle with the same capacity must be placed under the cans or the tank.

Refill the apparatus outside event opening hours for the general public.

## 8 - BANNED PRODUCTS

- Samples or products containing an inflammable substance
- Balloons filled with an inflammable or toxic gas
- Pyrotechnical & explosive special effects
- Articles made from celluloid
- Ethylene oxide
- Carbon disulphide
- Sulphuric ether and acetone
- Acetylene, oxygen and hydrogen  
(unless administrative exemption, request to be submitted 2 months prior to the event).

## 9 - WORKING MACHINE & APPARATUS PRESENTATION

Apparatus must not pose any risk of accident to visitors, shall be situated 1 metre back from the edge of the stand unless protected by a screen solidly fastened in place.

It must be the object of a special prior declaration to the organiser, 30 days prior to opening of the exposition.

## 10 - HAZARDOUS WASTE

Provision and location of containers to hold paint, solvent, adhesives, lacquers, etc...

Such products must be collected and removed by the exhibitor. Only empty packaging may be disposed of in the available skips. By law, individuals are responsible for their waste.

## 11 - X-RAY RADIOACTIVE SUBSTANCES

Installations of this type are bound by an authorisation request (2: Exhibitor & stand hire party obligations).

### 11.1 - Radioactive substances

Acceptance criteria: substances weighing less than 37kilobecquerels for those containing group I radioactive elements, 370 kilobecquerels for group II radioactive elements, and 3700kilo becquerels for group III radioactive elements.

Substances must be protected in an effective manner and their presence indicated using the basic ionising radiation diagrams defined in norm NFM60.101 as well their type and their activity. It must be impossible for them to be removed by the general public by fixing down the apparatus used, or by moving it out of reach.

They must be supervised by stand personnel at all times. When not supervised, they must be stored in a fire resistant container. The equivalent dose output must not exceed < 7.5micro Sievert per hour at all points on the stand. Materials on stands where substances are exhibited shall be constructed from and decorated in category M1 materials.

## GUIDE 2014

Société d'Exploitation de l'Acropolis de Nice - Direction des Opérations - 1 Esplanade Kennedy - 06300 NICE

Exhibitor Service : exposition@nice-acropolis.com

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### 11.2 - X-rays

Usage can be granted subject to compliance with norm NFC74.100 in particular, keeping superfluous objects away from the vicinity of the X-ray generator and sample to be examined, zone must be designed and signed as not accessible to the public, leak exposure output must not exceed 0.258 micro coulomb per kg, per hour at a distance of 0.10 m from the radioactive source.

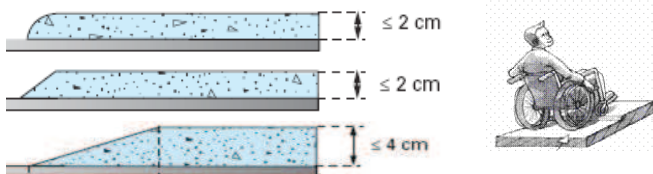
### 12 - LASERS

Installations of this type shall be subject to authorisation request (2: Exhibitor and stand hire party obligations).

Said request shall comprise a technical memo featuring an installation plan and an installer's certificate certifying compliance with said provisions. Under no circumstances must the general public be subject to the direct or reflected laser beam, the apparatus and its equipment must be solidly fastened to stable elements, the environment of the apparatus and the spaces swept by the beam must not contain any elements capable of reflecting the wavelengths in question. Ensure during testing away from the general public that materials used for fitting, decoration or fire protection systems do not react with the calorific energy of the light beams.

### 13 - CAR DISPLAY

Fuel tanks of exhibited vehicles must be empty and fitted with locking caps. Battery clips must be unplugged and protected.



### 14 - ACCESSIBILITY FOR MOBILITY-CHALLENGED PEOPLE

#### 14.1 - Access

Floors must be even and non slip.

No obstacles for wheels.

No holes or slits (less than 2 cm).

Kerbs (smoothing corners and making a visual contrast) shall have rounded edges or feature chamfering no more than 2 cm high.

Said maximum height can nevertheless be increased to 4 cm if the ramp has a gradient of less than 33% along its entire length. Glazed partitions situated on circulation routes or immediately along the edge of the latter must be easy to spot for persons or all sizes by using visual elements that contrast with the immediate environment.

- Doors to premises with a capacity of more than 100 persons: 1.40 m
- Doors to premises with a capacity of less than 100 people: 0.90 m
- Doors to premises less than 30 m<sup>2</sup>: 0.80 m

#### 14.2 - Obstacles

##### Signage

- Must be appropriate.
- Leave height clearance of 2.20 m if signage is suspended.

- Lateral elements protruding more than 15 cm shall be marked by visual contrast or tactile recognition or extension down to the ground.

##### Visibility

- Information must be grouped together and stand out in contrast to its immediate environment;
- It must be possible to see and read it in « standing up » and « sitting down » positions;
- Avoid all dazzling, reflection or shadow effects due to natural or artificial lighting;
- Must be less than 2.20 m high and located in such a manner that a visually impaired person can spot them less than 1 m away.

##### Legibility

Information must be strongly contrasted in relation to the background support.

##### Comprehension

Signage must use icons or pictograms where possible. It is necessary to use norm-compliant pictograms where applicable.

##### Ramps

If uneven levels cannot be avoided, inclined ramps must be created.

- < or = 5 % over 10 m
- < or = 8 % over 2 m
- < or = 10 % over 0.50 m

They must feature kerb edging designed in such a manner as to prevent the risk of persons in a wheel chair falling off.

The edge must also act as a useful tactile reference for guiding blind or visually impaired people with walking sticks.



#### 14.3 - Reception of the general public

##### Reception desk

Banks of reception desks must be designed for use by a person in « standing » and « sitting » positions.

When they need to be used for reading, writing, using a keyboard, at least one section of the fixture must feature the following specifications:

- A maximum height of 0.80 m;
- A recess under the lower section at least 0.30 m deep,
- 0.60 m wide and 0.70 m high with enough room

#### 14.4 - Floor, wall & ceiling coverings

Fixed mats and grills must not comprise holes or slits with a width or diameter greater than 2 cm.

#### 14.5 - Operated facilities & fixtures

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At least one unit per group of facilities or furniture elements must be marked, accessible to, and for use by, physically challenged people.

In the case of amenities subject to opening hours, the adapted facility must operate as a matter of priority. At least one facility or furniture element per group of facilities or furniture elements must be useable by a person in « standing » and « sitting » position.

So that it can be used in a « sitting » position, a facility or furniture element must feature the following specifications:

#### **A - 0.90 m AND 1.30 m HIGH :**

- Manually operated
- When it is necessary to be able to see, read, hear, speak in order to use the amenity.

#### **B - MAXIMUM HEIGHT OF 0.80 m**

- And a recess in the lower section at least 0.30 m deep, 0.60 m wide and 0.70 m high with enough room to accommodate the feet and knees of a person in a wheelchair, when a furniture element is designed for reading a document, writing, using a keyboard.

#### **14.6 - Supplementary provisions**

##### **Seated public venues**

- In restaurants
- In multi-purpose rooms which are not specially adapted.

##### **Number**

- The number of accessible places, up to 50 seats, shall be 2
- Plus one extra seat for every 50 (whole or fraction) extra seats.
- In excess of 1000 seats, the number of accessible places, which shall not be less than 20, shall be set by municipal decree.

##### **Dimension specifications**

Each accessible space must correspond to a usage space of:

- Usage space = 0.80 m x 1.30 m
- Manoeuvring space: R = 1.30 m
- Circulation route = (see art. 13.1)

#### **15 - INSTRUCTIONS APPLICABLE DURING EVENTS**

##### **15.1 - Emergency systems**

Access to emergency systems (indoor/outdoor hydrants, fire plugs with hose and spout, telephones and safety signs) must be kept clear at all times.

Stands comprising a fire plug with hose and spout must allow 1 m clearance in the vicinity of the apparatus.

Panels or materials masking the emergency systems are forbidden.

##### **15.2 - Circulation routes**

Exhibitors must keep empty spaces, aisles and emergency exits clear at all times. The latter must only use the footprint of its stand for exhibiting purposes.

No vehicles shall be tolerated in the exhibition hall during opening hours to the general public.

Parking is prohibited in the fire engine access lane during public opening hours on risk of removal to the car pound.

##### **15.3 - Exhibition areas**

Crates, woods, boxes and straw must not be left in the exhibition areas, stands or circulation routes.

##### **15.4 - Smoking ban**

Smoking is banned in all buildings.

#### **16 - FIRE SAFETY INSTRUCTIONS**

##### **16.1 - Palais safety organisation**

##### **A - SAFETY INSTALLATIONS & EQUIPMENT IN THE EXHIBITION AREAS**

- Palais des Congrès

All doors leading outside including emergency exits are electrically locked under control and surveillance. They will open automatically in the event of fire.

All spaces, halls and circulation routes are monitored by a category A fire safety surveillance system which goes off automatically, after recognising and confirming the outbreak of a fire, triggering slave sequences (unlocking of emergency exits, return of lift to the floor levels, stopping of escalators, closure of doors and fire stop valves).

In the event of an EDF mains power cut, the security equipment has an instant back-up electricity supply provided by generator units that can start at any time.

- Palais des Expositions

All areas are protected by an anti-intrusion alarm relayed to the Palais des Congrès Central Health & Safety office.

The entire building is fitted with a category A Fire Safety System. All information is relayed to the Palais des Congrès Central Health & Safety office.

The two Palais are fitted with fire plug and hose systems and extinguishers adapted to the risks in question.

##### **B - FIRE SAFETY SERVICE**

###### **Palais des Congrès**

The Palais des Congrès is equipped with a Central Health & Safety Office, operational 24 hours a day.

- **Central health & safety office contact details:**

Outside line: ☎ +33(0)4 93 92 83 74

Internal extension: ☎ 83 74 or ☎ 87 57

Or ☎ 66 in the event of emergency.  
(from all landlines in the building)

###### **Palais des Expositions**

The Palais des Expositions is equipped with a Central Health & Safety office which is open during event opening hours.

- **Central health & safety office contact details:**

Outside line: ☎ +33(0)4 93 92 83 75

Internal extension: ☎ 83 75

Or ☎ 66 in the event of emergency.  
(from all landlines in the building)

##### **C - FIRE SAFETY AGENTS**

For each event the Société d'exploitation de l'Acropolis de Nice and the organiser shall provide the appropriate fire safety agent personnel which need to be in attendance during opening hours to the general public.

##### **16.2 - General safety instructions**

- **In the event of fire**

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- > **Remain** calm;
  - > **Telephone or have someone telephone** internal extensions ☎ **66** or ☎ **83 74** specifying the location of the fire;
  - > Break the glass on the red break glass unit marked «en cas d'incendie, briser la glace» (break glass in the event of fire);
  - > Fight the seat of fire using extinguishers, without taking any risks.
- **In the event of fire or on hearing the alarm signal (siren)**
  - > **Evacuate** calmly;
  - > **Do not use the lifts.** Use the emergency exits (indicated in green) and make your way to the muster point in Square F.Giordan (Bassins Apollon) or Esplanade de Lattre de Tassigny at the Palais des Expositions;
  - > **Do not return unless** you are told to do so;
  - > **Crouch down** if you are trapped in the heat or smoke (the air is fresher near the ground);
  - > **Guide** or inform the emergency services.
- **In the event of accident**
  - > **Stay** calm;
  - > **Telephone or have someone telephone** internal extensions ☎ **66** or ☎ **83 74** specifying the location;
  - > **Answer** the questions asked by the Health & Safety service which will enable the doctor to perform an initial assessment and bring the necessary equipment.
- **Provide the following important information to the operator:**
  - > **Exaction location;**
  - > Is it a **man, woman** or **child**?
  - > Approximate **age** of the victim;
  - > Is the person **moving, breathing** or **speaking**?
  - > **DO NOT HANG UP FIRST**
- Notes :**
- The Safety Office is operational 24/7 and can be called from outside or using a mobile phone on ☎ **04 93 92 83 74**.
  - For urgent technical call outs, contact the Central Health & Safety office using the internal extensions ☎ **83 61**, ☎ **83 74** or ☎ **87 57** (preceded by 04 93 92 if you are outside).



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# TERMS & CONDITIONS

5TH ICHNO : 12-14 February 2015



## GENERAL TERMS & CONDITIONS OF HIRE & SALE

"READ CAREFULLY"

# GENERAL TERMS & CONDITIONS OF HIRE & SALE

# EXHIBITOR'S GUIDE



## ARTICLE 1 - ORDERS

### 1.1 - ACCEPTANCE OF GENERAL TERMS & CONDITIONS

Placements of ORDERS by CLIENTS with the company Société d'Exploitation de l'Acropolis de Nice implies full, unreserved acceptance of the present general terms and conditions of hire and sale.

### 1.2 - ORDER PLACEMENT

- All CLIENT orders to Société d'Exploitation de l'Acropolis de Nice must be confirmed by signing an ORDER FORM. The same applies for all order amendment requests and for all additional orders.
- All orders or order amendment requests from the CLIENT to Société d'Exploitation de l'Acropolis de Nice must be placed at least 30 working days before the 1<sup>st</sup> day of set up/ installation/delivery/service.
- CLIENTS shall not be granted any discount on ORDER amounts regarding equipment change requests after delivery compliant with the latter.
- Barring specific agreements to the contrary decided with our exposition department, payment of the full amount of the ORDER incl. VAT must be enclosed with the latter and shall be payable by transfer or bank card.

## ARTICLE 2 - PRICES

### 2.1 - EXISTENCE OF SPECIAL PRICES

#### In the exhibitor guide

Barring specific agreements, the applicable price excl. VAT for hire or sale is the one in the EXHIBITOR GUIDE.

### 2.2 - ABSENCE OF PRICES

#### In the exhibitor guide

The price for all of the other products and services in the EXHIBITOR GUIDE shall be decided by Société d'Exploitation de l'Acropolis de Nice on a case-by-case quote basis.

### 2.3 - PRICE SURCHARGE

All ORDERS placed after the deadline specified in article 1.2 shall be liable to a 15 % surcharge of the valid price excl. VAT.

### 2.4 - VAT

The Société d'Exploitation de l'Acropolis de Nice presents its services exclusive of VAT + applicable VAT in accordance with valid French and European regulations.

## ARTICLE 3 - CLIENT OBLIGATIONS

Claims regarding the condition of hired equipment shall not be accepted if they have not been the object, as of delivery, of a

claim letter with documentary proof.

The CLIENT is responsible for hired equipment, from delivery to collection. It agrees to become the legal keeper (article 1384 of the Civil Code) of the hired equipment. In this respect, it is liable for any damage caused to or experienced by the equipment entrusted to it.

The CLIENT also undertakes to use the hired equipment for the purpose for which is designed, and not to do anything or allow anything to happen that could cause its deterioration or its disappearance, and provide it with the standard maintenance necessary to keep it in working order, to comply where necessary with the specific recommendations and specific instructions for appropriate use and warnings from the Société d'Exploitation de l'Acropolis de Nice. It may not make any modifications however minor and/or proceed with any repairs thereto.

The hired equipment shall remain the property of the Société d'Exploitation de l'Acropolis de Nice. It may not be transferred, moved, nor seized.

The Société d'Exploitation de l'Acropolis de Nice reserves the right to retrieve the hired equipment as soon as the event is over. The CLIENT must take all measures to this end and in particular collect all items or documentation belonging to it.

The Société d'Exploitation de l'Acropolis de Nice may not under any circumstances be held liable for the disappearance or any other damage during equipment collection.

Untidiness, damage or missing items recorded and certified on return shall be invoiced to the CLIENT at the replacement value of the property and/or costs and expense of repair outlaid by the Société d'Exploitation de l'Acropolis de Nice, payable on receipt of the invoice issued by the Société d'Exploitation de l'Acropolis de Nice.

For all damage caused to equipment during the hire period which needs replacing, the CLIENT must, in addition to the replacement value, pay the price of providing the new equipment for the outstanding term until the end of the event.

The CLIENT undertakes to provide safekeeping of the hired equipment at its own expense.

To this end, he shall take all useful measures and implement all means and personnel necessary. Exhibitors are recommended never to leave their stand unsupervised during set up and dismantling of installations. Valuable items must be locked away. The Société d'Exploitation de l'Acropolis de Nice declines any liability for thefts, loss and damage which might occur, and recommends that each exhibitor protects their equipment and insure it for its full value.

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## **ARTICLE 4 INSURANCE - SECURITY DEPOSIT**

### **4.1 - EXHIBITOR INSURANCE**

The areas made available to the exhibitors are covered against fire and explosion hazards by S.E.A.N insurance cover.

S.E.A.N. and its insurers will not make any claims against the Client in the event of incidents for which the latter may be held responsible, other than in cases of malice aforethought. In return the exhibitor and their suppliers of services and goods, as well as their insurers

agree not to make any claims against S.E.A.N.

The exhibitor and the service providers chosen by them must have taken out sufficient insurance cover to meet their public liabilities and well as a guarantee covering all the goods belonging to them or placed under their care, so that no claims will be made against Société d'Exploitation de l'Acropolis de Nice in any event, irrespective of the cause.

Furthermore they must take out insurance cover needed to cover all other risks (Public Liability, Theft, water damage etc.) so that no claims will be made against S.E.A.N. and so that the latter may not be held responsible.

The exhibitors may not take action against the Municipality as the delegating authority.

In particular S.E.A.N may not be held responsible:

.In the event of theft or other criminal act that the exhibitor, their service providers OR visitors may be the victims of in the rented spaces or their associated facilities;

.In the event of any interruption to services, in particular to water, gas, electricity or telephone services occasioned by the authorities or subcontractors to the public services or in the event of force majeure;

In the event of malicious acts or acts of sabotage caused by any individuals OR groups of individuals not associated with the exhibitor and which are expressed as injury to persons or damage to property;

In the event of security measures taken by law enforcement agencies which in particular involve the destruction of objects or of vehicles.

S.E.A.N. will accept no responsibility in the event of any accident of any sort whatsoever which may occur as a result of the exhibition.

### **4.2 - SECURITY DEPOSIT**

Regardless of the type of event and for certain services (telephone, audiovisual, IT...) a security deposit by cheque shall be required on ORDER for equipment hire. The amount of said security deposit shall vary according to the type of service. The security deposit shall be returned to the CLIENT, after payment of all sums due and return of the equipment in good condition, on the indicated date. If the contrary is true, it shall be cashed.

## **ARTICLE 5 TERMS & CONDITIONS OF PAYMENT**

Unless agreements to the contrary have been concluded with our exhibition company, payment of the whole ORDER amount incl. VAT must be enclosed with the latter and shall be payable by transfer or bank card. No discount shall be granted to the CLIENT for early payments.

Any delay by the Client in the payment of amounts due at the payment date, of any sort and irrespective of the cause, will result (after prior notification) in a demand for payment of late

payment interest being made, calculated on the basis of the interest rate applied by the Central European Bank to its most recent re-financing operations, increased by 10 (ten) percentage points. This rate, however may not be less than three times the rate of interest in force at that date (depending on the payment date, the ECB rate applicable during the first half-year for the year involved will be the rate in force on the first day of January of that year, and that applicable for the second half-year will be the rate in force on the 1st July of the year). The client will also be liable for the one-off indemnity for the commercial transaction levy provided for in articles L.441-6 and D.44 1-5 of the Code de Commerce, as well as, when provided for by supporting evidence, for any other additional indemnity.

## **ARTICLE 6 COMPLIANCE WITH NORMS**

The Société d'Exploitation de l'Acropolis de Nice shall provide on first request all documentary evidence of conformity and compliance of installed equipment in accordance with norms applicable in its area of business.

In the event that applicable regulations are amended, after order, or exceptional measures are taken by the competent authorities (police, fire services or other), the parties shall renegotiate upwards the financial conditions applicable to the present in such a manner as to take the financial impacts of said amendments and exceptional measures to be taken by the Société d'Exploitation de l'Acropolis de Nice into account.

## **ARTICLE 7 - JURISDICTION**

It is hereby expressly agreed that sole jurisdiction is awarded to the Nice commercial court to settle disputes pertaining to contract interpretation or performance.

Clauses to the contrary stipulated in the CLIENT's commercial documents shall be deemed not to have been written.

## **ARTICLE 8 - PRECEDENCE OF THE GENERAL TERMS & CONDITIONS OF HIRE & SALE**

It is hereby expressly agreed that the GENERAL TERMS AND CONDITIONS apply exclusively in all commercial relations binding the Société d'Exploitation de l'Acropolis de Nice with the present signatory CLIENT.

They shall override all earlier documents, all previous written or verbal agreements, as well as the CLIENT's general terms and conditions of purchase or hire, with respect to all of its terms.

## **ARTICLE 9 - APPOINTMENT OF OFFICIAL ADDRESS**

For the purpose of executing the present document, the CLIENT and the Société d'Exploitation de l'Acropolis de Nice hereby appoint their formal addresses at their respective head offices.

## **ARTICLE 10 - TERMINATION CLAUSE**

The Société d'Exploitation de l'Acropolis de Nice shall terminate its contractual relations with the CLIENT, after serving of notice by Recorded delivery letter with advice of receipt has remained without effect for over 8 days, and/or immediately interrupt its SERVICE in the event that the CLIENT has failed to execute one or other of its obligations without prejudice to the other rights and recourse that may result thereof.

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## **ARTICLE 11 CLIENT ORDER CANCELLATION**

For all total or partial cancellation of orders at the client's request less than 30 working days before the 1st day of installation/set up/delivery/ service, the order amount shall be invoiced to the client, even when the cause of said cancellation is not due to it, outside its control or due to a case of force majeure. In all circumstances, payments inclusive of VAT already made shall remain the property of the Société d'Exploitation de l'Acropolis de Nice. Cancellation must obligatorily be sent to the Société d'Exploitation de l'Acropolis de Nice by recorded delivery letter with acknowledgement of receipt within the set deadlines.

## **ARTICLE 12 - CANCELLATION BY THE SOCIÉTÉ D'EXPLOITATION DE L'ACROPOLIS DE NICE**

The Société d'Exploitation de l'Acropolis de Nice may not be held liable in the event that a force majeure or chance event occurs as defined in article 1148 of the Civil Code. In the event of administrative closure imposed by serious events and/or decided by an authority holding powers in terms of health and safety and administrative policy, the CLIENT shall be reimbursed for any instalments paid, subject to deduction of the expenses outlaid by the Société d'Exploitation de l'Acropolis de Nice for order preparation.



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# DECO FLORALE

Bambous, Osiers, Cannes

**DECORATION FLORALE**  
**PLANTS AND FLOWERS**

SEAN – ACROPOLIS  
1 esplanade Kennedy – 06300 NICE  
Tel +33 (0)4 93 92 83 00  
[www.nice-acropolis.com](http://www.nice-acropolis.com)

 **nice**  
**acropolis**  
CÔTE D'AZUR | FRENCH RIVIERA

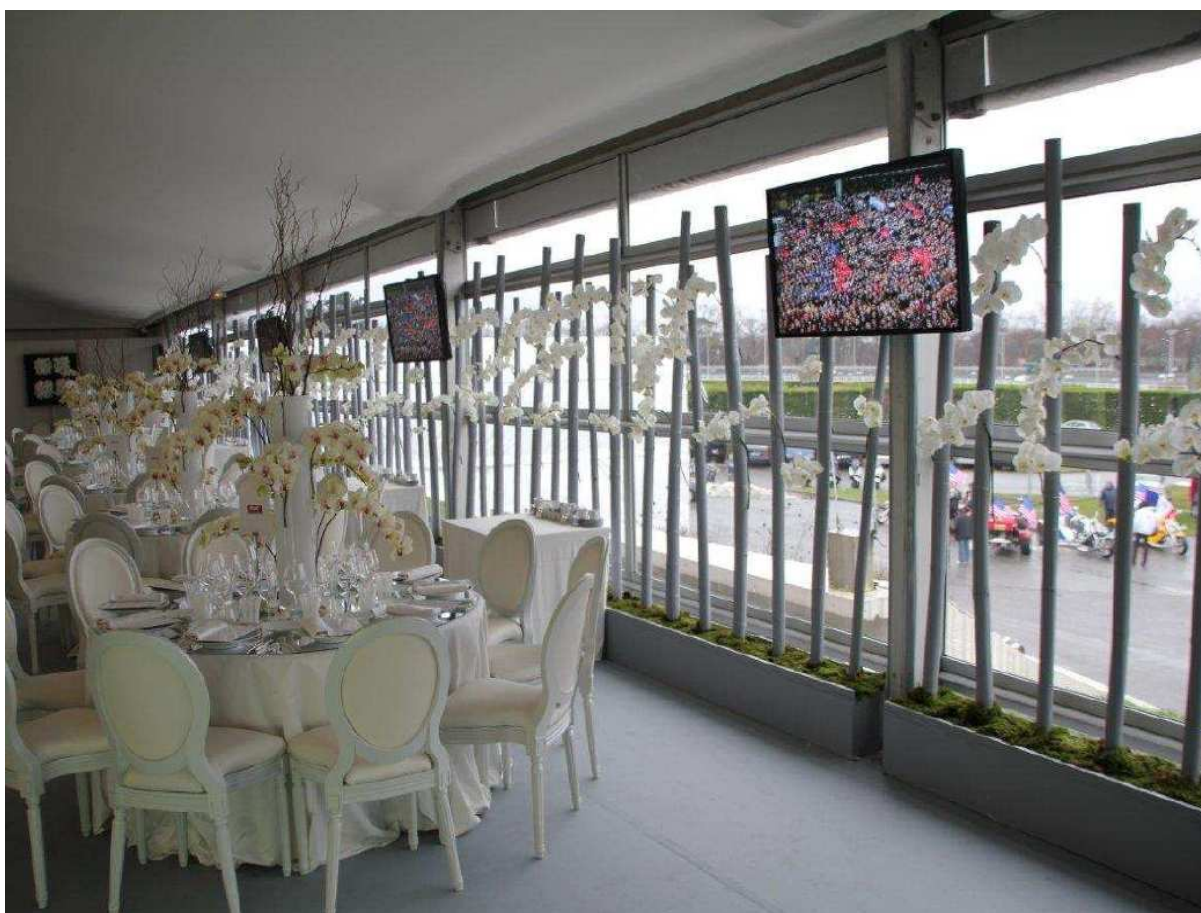
## **Jardinières de Bambous laqués avec Fleurs**



**- Bac de 1 ml avec 10 bambous**



## **Jardinières de Cannes de Bambous avec orchidées**



- Possibilités de Modules de 2 ml ou 4 ml
- Hauteur : 1m à 2,50 m



## **Jardinière de Bouleaux avec Fleurs**



- Possibilité de Modules de 2ml ou 4 ml
- hauteur 1 m à 2,5 m

## Bacs au choix avec Branchages de SALIX

### KABIN



Bac Kabin en résine avec des BRANCHES DE SALIX hauteur 1,0 m et un surfacage en mousse

**BAC 35 X 35 CM - HAUTEUR 70 CM**  
Hauteur totale 1,60 - 1,70 m  
Blanc **KB35-SALIX**

**BAC 44 X 44 CM - HAUTEUR 1,0 M**  
Hauteur totale 1,60 - 1,70 m  
Blanc **KB44-SALIX**

**BAC 75 X 75 CM - HAUTEUR 1,50 M**  
Avec des BRANCHES DE SALIX hauteur 1,50 m  
Hauteur totale 3,0 m  
Blanc **KB75-SALIX**

### NEW POT HIGH



Bac New Pot High en résine avec des BRANCHES DE SALIX hauteur 1,0 m avec un surfacage en mousse

**BAC Ø 30 CM - HAUTEUR 90 CM**  
(Hauteur totale 1,80 - 2,0 m)  
Blanc **NPHB-SALIX**  
Noir **NPHN-SALIX**

**BAC Ø 40 CM - HAUTEUR 120 CM**  
Hauteur totale 2,0 - 2,20 m  
Blanc **NPMB-SALIX**

### NEW POT LARGE



Bac New Pot Large en résine avec des BRANCHES DE SALIX hauteur 1,0 m et un surfacage en mousse

**BAC Ø 60 CM - HAUTEUR 50 CM**  
hauteur totale 1,20 - 1,50 m  
Blanc **NPLB-SALIX1**

Avec des BRANCHES DE SALIX hauteur 1,80 m et un surfacage en mousse  
hauteur totale 2,0 - 2,20 m  
Blanc **NPLB-SALIX2**

### ZINC



Bac Design en résine imitation Zinc avec des BRANCHES DE SALIX hauteur 1,0 m et un surfacage en mousse

**BAC 40 X 40 CM - HAUTEUR 70 CM**  
Hauteur totale 1,60 - 1,70 m  
**ZH-SALIX**

# DECO FLORALE

**Bouquets Ronds**  
**Low Arrangements**

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**DECORATION FLORALE**  
**PLANTS AND FLOWERS**



**Bouquet rond - disponible en  
blanc et vert /Ball Bouquet -  
also in white and green**

**N°1**

**N°2**

**TARIF 2014 / 2014 RATE :  
95€**



**Prix hors T.V.A. validité 31/12/2014 / Prices are V.A.T. excluded. Valid pricing until 2014/12/31**

**nice**  
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CÔTE D'AZUR / FRENCH RIVIERA

**DECORATION FLORALE**  
**PLANTS AND FLOWERS**



N°3

**TARIF 2014 / 2014 RATE :**  
**69€**

**DECORATION FLORALE**  
**PLANTS AND FLOWERS**



30 à 35 cm de diamètre

N°4

**TARIF 2014 / 2014 RATE :**  
**72€**



# DECO FLORALE

**Compositions Hautes**  
**High Arrangements**

**DECORATION FLORALE**  
**PLANTS AND FLOWERS**

SEAN – ACROPOLIS  
1 esplanade Kennedy – 06300 NICE  
Tel +33 (0)4 93 92 83 00  
[www.nice-acropolis.com](http://www.nice-acropolis.com)

 **nice**  
**acropolis**  
CÔTE D'AZUR | FRENCH RIVIERA

**COMPOSITIONS DANS GRAND VASE**  
**FLOWERS ARRANGEMENT IN HIGH POT**

N°4



**Hauteur avec pot /**  
**Height incl. pot : 1.60m**

N°5



**Hauteur avec pot /**  
**Height incl. pot : 1m**

**TARIF 2014 / 2014 RATE :**  
**172€**

**COMPOSITIONS HAUTES**  
**HIGH FLOWERS ARRANGEMENT**



**Hauteur avec pot /**  
**Height incl. pot : 1m**

**TARIF 2014 / 2014 RATE :**  
**103,50€**

**N°7**

**N°6**

**TARIF 2014 / 2014 RATE :**  
**138**



**Hauteur avec colonne /**  
**Height incl. column : 1m**



**DECORATION FLORALE**  
**PLANTS AND FLOWERS**

**COMPOSITIONS DANS GRAND VASE**  
**HIGH FLOWERS ARRANGEMENT**

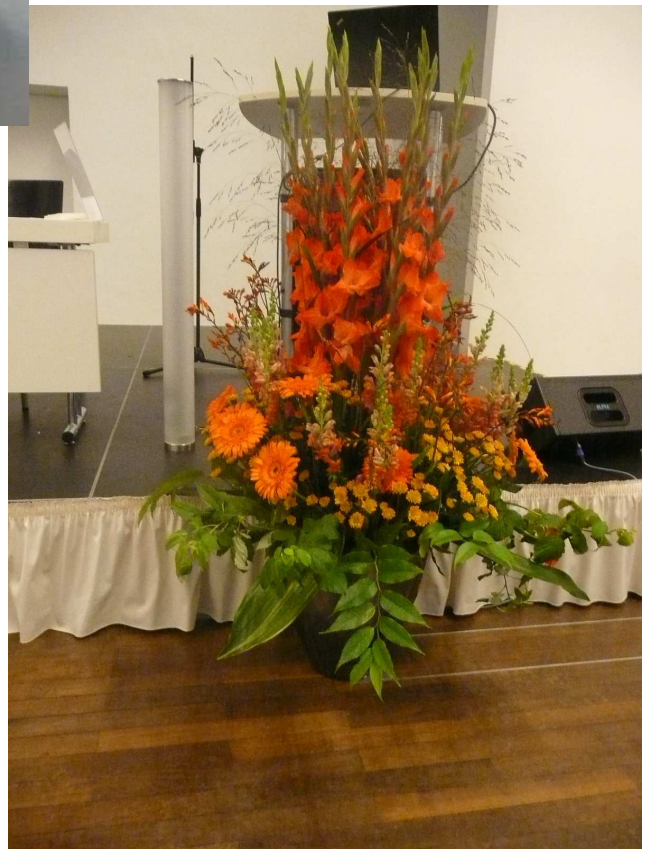


**N°8**

**TARIF 2014 / 2014 RATE :**  
**138€**

**TARIF 2014 / 2014 RATE :**  
**164€**

**N°9**



**Prix hors T.V.A. validité 31/12/2014 / Prices are V.A.T. excluded. Valid pricing until 2014/12/31**

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# DECO FLORALE

**DECORATION FLORALE**  
**PLANTS AND FLOWERS**

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## INFORMATIONS GENERALES

### GENERAL INFORMATION

Cette brochure vous présente une sélection d'éléments de décoration florale pour votre évènement ou votre stand. Beaucoup d'autres produits sont disponibles, et nous pouvons réaliser un grand choix de décors personnalisés :

- compositions de fleurs coupées aux couleurs de votre évènement,
- plantes seules ou compositions,
- arbustes seuls ou en haies,
- contenants de couleurs et matériaux différents, design, lumineux...
- très grands éléments, murs végétaux, décors à thème, etc.

Nos tarifs sont indiqués hors T.V.A. et comprennent :

- la location de la composition et de son contenant pour la durée de l'évènement
- la livraison à l'emplacement souhaité
- la reprise après l'évènement

**N'hésitez pas à consulter  
votre Chef de Projet  
ou le Service Exposants**  
(voir coordonnées en dernière page)



*This brochure only shows basic arrangements.  
A great selection is available. Personalized  
sceneries can be realized upon request:*

- flowers arrangements;
- plants or shrub arrangements;
- different colors and materials for containers, lighting containers;
- tall plants, vegetal walls, thematic sceneries...

*Our rates include:*

- rental of flower / plant arrangement for the duration of the event;
- delivery to the desired location;
- pick-up after the event.

*(Pictures are for illustration purposes only,  
approximate height and width.  
Prices are V.A.T. excluded)*

*For further information, please contact your Project  
Manager or the Exhibitor's Department.  
(please see contact details hereinafter)*

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**COMPOSITIONS FLORALES BLANCHES**  
**WHITE FLOWERS ARRANGEMENTS**

Ces compositions sont présentées  
à titre d'exemple et peuvent être  
personnalisées à la demande.



**COMPOSITION BLANCHE** hauteur 20 cm, largeur 30 cm  
*White flowers arrangement 20 cm height, 30 cm width*  
**VF 31 > 35,70 €**

*These arrangements are presented as basic  
examples. Upon request, we can realize all  
kinds of personalized sceneries...*



**COMPOSITION BLANCHE** hauteur 35 cm, largeur 30 cm  
*White flowers arrangement 35 cm height, 30 cm width*  
**VF 32 > 45,90 €**

Photos et dimensions non contractuelles  
*Pictures are for illustration purposes only – approximate height and width*

## DECORATION FLORALE PLANTS AND FLOWERS

### COMPOSITIONS FLORALES ROUGES/ROSES

#### RED / ROSE FLOWERS ARRANGEMENTS



Ces compositions sont présentées  
à titre d'exemple et peuvent être  
personnalisées à la demande.

#### COMPOSITION ROUGE ou ROSE

hauteur 25 cm, largeur 40 cm

*Red or pink flowers arrangement,  
25 cm height, 40 cm width*

**VF 33 > 45,90 €**

*These arrangements are presented as basic  
examples. Upon request, we can realize all  
kinds of personalized sceneries.*



#### COMPOSITION ROUGE / ROSE, hauteur 40 cm, largeur 30 cm

*Red or pink flowers arrangement, 40 cm height, 30 cm width*

**VF 34 > 56,10 €**

Photos et dimensions non contractuelles

*Pictures are for illustration purposes only – approximate height and width*

## DECORATION FLORALE PLANTS AND FLOWERS

### COMPOSITIONS FLORALES JAUNES YELLOW FLOWERS ARRANGEMENTS

Ces compositions sont présentées  
à titre d'exemple et peuvent être  
personnalisées à la demande.



**COMPOSITION FLORALE JAUNE,**  
**hauteur 27 cm, largeur 37 cm**  
*Yellow flowers arrangement,*  
*27 cm height, 37 cm height*  
**VF 35 > 56,10 €**

*These arrangements are presented  
as basic examples. Upon request, we  
can realize all kinds of personalized  
sceneries.*



**COMPOSITION FLORALE JAUNE,**  
**hauteur 50 cm, largeur 50 cm**  
*Yellow flowers arrangement,*  
*50 cm height, 50 cm width*  
**VF 36 > 51,00 €**

Photos et dimensions non contractuelles  
*Pictures are for illustration purposes only – approximate height and width*



## DECORATION FLORALE PLANTS AND FLOWERS

### COMPOSITIONS FLORALES CLASSY CLASSY FLOWERS ARRANGEMENTS



**COMPOSITION FLORALE CLASSY,**  
**hauteur 1.60 m, largeur 50 cm**  
*Classy flowers arrangement,*  
*1.60 m height, 50 cm width*  
**VF 37 > 102,00 €**

Ces compositions  
sont présentées à  
titre d'exemple et  
peuvent être  
personnalisées à la  
demande.



**COMPOSITION FLORALE CLASSY,**  
**hauteur 70 cm, largeur 50 cm**  
*Classy flowers arrangement,*  
*70 cm height, 50 cm width*  
**VF 38 > 112,20 €**

*These arrangements are presented as  
basic examples. Upon request, we can  
realize all kinds of personalized  
sceneries.*

Photos et dimensions non contractuelles  
*Pictures are for illustration purposes only – approximate height and width*

# DECORATION FLORALE PLANTS AND FLOWERS

## LOCATION DE PLANTES

## RENTAL OF PLANTS



**LOCATION KENTIA de 1,80 m à 2 m**

*Rental of kentia - 1,80 m to 2,00 m height*

**VP 04 > 88,74 €**

**LOCATION KENTIA de 2 m à 2,50 m**

*Rental of kentia - 2,00 m to 2,50 m height*

**VP 05 > 117,30 €**



**LOCATION PLANTE VERTE de 0,60 à 0,80 m**

*Rental of single plant 0,60 m to 0,80 m height*

**VP 01 > 20,40€**

**LOCATION PLANTE VERTE de 1 m à 1,20 m**

*Rental of single plant 1,00 m to 1,20 m height*

**VP 02 > 40,80€**

**LOCATION PLANTE de 1,40 à 1,60 m**

*Rental of single plant 1,40 m to 1,60 m height*

**VP 03 > 59,16 €**

**LOCATION FICUS 1,80 m à 2 m**

*Rental of ficus 1,80 m to 2,00 m height*

**VP 06 > 71,40 €**

*Photos et hauteurs non contractuelles / Pictures are for illustration purposes only – approximate height*



## DECORATION FLORALE PLANTS AND FLOWERS

### LOCATION DE PLANTES

### RENTAL OF PLANTS

#### LOCATION ORCHIDEE

*Rental of orchid*

VF 02 > 51 €



#### LOCATION PLANTE FLEURIE

*Rental of flowery plant*

VF 01 > 20,40 €

#### LOCATION AGRUME

1,20 m à 1,60 m

*Rental of lemon or orange tree*  
1,20 m to 1,60 m height

VA 01 > 81,60 €

*Photos et hauteurs non contractuelles / Pictures are for illustration purposes only – approximate height*

# DECORATION FLORALE PLANTS AND FLOWERS

## LOCATION DE PLANTES

## RENTAL OF PLANTS



**LOCATION BUIS**  
**BOULE 1,20 m à 1,60 m**  
*Rental of bowl box*  
*1,20 m to 1,60 m height*  
**VA 03 > 81,60 €**



**LOCATION PALMIER**  
**ROBELLINI**  
**2,00 m à 2,50 m**  
*Rental of palm tree*  
*2 m to 2,50 m height*  
**VA 05 > 132,60 €**



**LOCATION OLIVIER**  
**2 m à 2,50 m**  
*Rental of olive tree*  
*2,00 m to 2,50 m height*  
**VA 04 > 153 €**

**LOCATION LAURIER SAUCE**  
**BOULE 1,20 m à 1,60 m**  
*Rental of plant : bowl laurel*  
*1,20 m to 1,60 m height*  
**VA 02 > 69,36 €**



*Photos et hauteurs non contractuelles / Pictures are for illustration purposes only – approximate height*



## DECORATION FLORALE PLANTS AND FLOWERS

### LOCATION DE PLANTES

### RENTAL OF PLANTS



**Hauteur 30 cm**  
30 cm height  
VF 50 > 35,70 €

### LOCATION COUPE DE PETITES PLANTES FLEURIES

*Rental of little flowery plants in bowl*



**Hauteur 30 à 40 cm**  
30 to 40 cm height  
VF 51 > 45,90€



**Hauteur 30 à 40 cm**  
30 to 40 cm height  
VF 52 > 61,20 €

*Photos et hauteurs non contractuelles / Pictures are for illustration purposes only – approximate height*

# DECORATION FLORALE PLANTS AND FLOWERS

## LOCATION DE PLANTES

## RENTAL OF PLANTS



### LOCATION DE COMPOSITIONS PLANTES VERTES ET FLEURIES

*Rental of green and flowery plants  
arrangements*

#### INTERIEUR – hauteur 30 cm

*Indoor – 30 cm height*

##### Jardinière 60 X 17 cm

*Window box 60 x 17 cm*

**VB 55 > 56,10 €**

##### Jardinière 100 X 17 cm

*Window box*

**VB 56 > 86,70 €**

Les contenants sont disponibles dans  
d'autres coloris ou matériaux (osier, bois,  
zinc, lumineux...). Renseignez-vous

*Planters are available in several colors or  
materials (wicker, wood, zinc, lighting pots..).  
Please ask us for more information...*

#### EXTÉRIEUR – hauteur 30 cm

*Outdoor – 30 cm height*

##### Jardinière 60 X 17 cm

*Window box 60 x 17 cm*

**VB 57 > 56,10 €**

##### Jardinière 100 X 17 cm

*Window box 100 x 17 cm*

**VB 58 > 86,70 €**



*Photos et hauteurs non contractuelles / Pictures are for illustration purposes only – approximate height*



# DECORATION FLORALE PLANTS AND FLOWERS

## LOCATION DE PLANTES

## RENTAL OF PLANTS

### LOCATION COMPOSITION DE PLANTES VERTES ET FLEURIES

*Rental of flowery and green plants arrangements*

**BAC 100 x 40 cm**



**Pot Ø 40 cm**

**Hauteur / Height 0.80 - 1 m**

plantes intérieur / indoor plants **VB 59 > 96,90 €**  
plantes extérieur / outdoor plants **VB 60 > 96,90 €**

plantes intérieur / indoor plants **VB 61 > 117,30 €**  
plantes extérieur / outdoor plants **VB 62 > 117,30 €**

**Hauteur / Height 1.40 - 1.60 m**

plantes intérieur / indoor plants **VB 63 > 56,10 €**  
plantes extérieur / outdoor plants **VB 64 > 56,10 €**

plantes intérieur / indoor plants **VB 65 > 86,70 €**  
plantes extérieur / outdoor plants **VB 66 > 86,70 €**

**Hauteur / Height 0.80 m - 1 m**

plantes intérieur / indoor plants **VB 59 > 96,90 €**  
plantes extérieur / outdoor plants **VB 60 > 96,90 €**

**Hauteur / Height 1.40 m - 1.60 m**

plantes intérieur / indoor plants **VB 61 > 117,30 €**  
plantes extérieur / outdoor plants **VB 62 > 117,30 €**





# DECORATION FLORALE

## PLANTS AND FLOWERS

### LOCATION DE PLANTES

### RENTAL OF PLANTS



#### BAMBOU EN POT Ø 50 cm

*Bamboo tree in a round container Ø 50 cm*

**hauteur 1,80 à 2 m**

*1.80 m to 2 m height*      **VP 69 > 76,50 €**

**hauteur 2,20 m à 2,50 m**

*2,20 m to 2,50 m height*      **VP 70 > 96,90 €**

**hauteur 2,50 à 3 m**

*2,50 m to 3 m height*      **VP 71 > 158,10 €**

#### BAMBOU EN POT Ø 60 cm

**hauteur 4 m à 5 m**

*Bamboo tree in a round container Ø 60 cm*

*4 m to 5 m height*

**VB 72 > 464,10 €**

### LOCATION DE PLANTES VERTES

*Rental of single green plants*



#### FOUGÈRE Ø 60 cm

*Fougere Ø 60 cm*      **VP 67 > 45,90 €**



#### SPATIPHYLLUM - hauteur 60 - 70 cm

*Spatiphyllum 60-70 cm height*

**VP 68 > 45,90 €**

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*Photos et hauteurs non contractuelles / Pictures are for illustration purposes only – approximate height*

**LOCATION DE PLANTES**

**RENTAL OF PLANTS**

**LOCATION CYPRES TORSADÉ**

*Rental of twisted cupressus*

**Bac rond Ø 50 cm - hauteur 1,80 m**

*Round container Ø 50 cm - 1,80 m height*

**VP 73 > 117,30 €**

**Bac rond Ø 60 cm - hauteur 3 m**

*Round container Ø 60 cm - 3 m height*

**VP 74 > 321,30 €**



Ces éléments de décor sont présentés à titre d'exemple. De nombreux autres modèles sont disponibles.



**LOCATION LIGUSTRUM MULTIBOULE**

**Bac rond Ø 50 cm - hauteur 1,80 m**

*Rental of several balls ligustrum*

*Round container Ø 50 cm - 1,80 height*

**VP 75 > 127,50 €**

*This brochure only shows basic elements.*

*A large selection is available upon request....*

*Photos et hauteurs non contractuelles / Pictures are for illustration purposes only – approximate height*



**LOCATION DE PLANTES**

**RENTAL OF PLANTS**

**LOCATION HAIE DE PLANTES VERTES bac 100 x 40 cm**

*Hedge of green plants in window box 100 x 40 cm*



**Haie de bambous hauteur 1.80 à 2 m**

*Bamboo trees 1.80 to 2 m height*

**VB 76 > 153,00 €**

**Haie de bambous hauteur 2.20 à 2.50 m**

*Bamboo trees 2.20 to 2.50 m height*

**VB 77 > 193,80 €**

**Haie de ficus hauteur 1.60 m à 1.80 m**

*Ficus 1.60 m to 1.80 m height*

**VB 78 > 153,00 €**

**Haie de ficus hauteur 2 m à 2.20 m**

*Ficus 2 m to 2.20 m height*

**VB 79 > 234,60 €**



*Photos et hauteurs non contractuelles / Pictures are for illustration purposes only – approximative height*



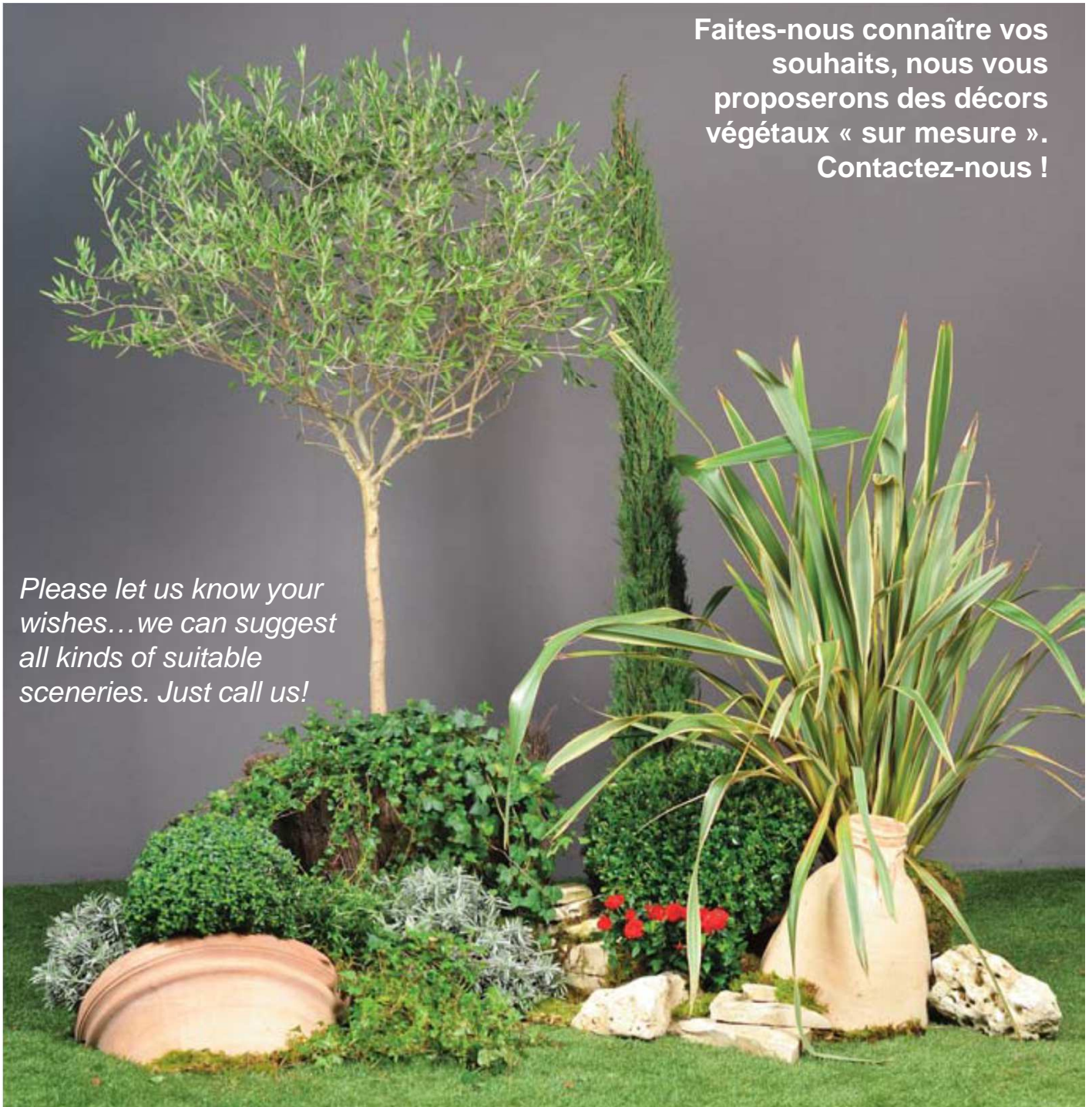
# DECORATION FLORALE PLANTS AND FLOWERS

**DECORS VEGETAUX**

**VEGETAL SCENERIES**

Faites-nous connaître vos  
souhaits, nous vous  
proposerons des décors  
végétaux « sur mesure ».  
Contactez-nous !

*Please let us know your  
wishes...we can suggest  
all kinds of suitable  
sceneries. Just call us!*



**ACROPOLIS Service vente exposants**

*Exhibitor's Department*

Tel : 04.93.92.83.49 / 83.50

Fax : 04.93.92.82.55

exposition@nice-acropolis.com

**ACROPOLIS Chef de Projet**

*Project Manager*

*Photos et hauteurs non contractuelles / Pictures are for illustration purposes only – approximate height*

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Prix hors T.V.A. validité 31/12/2014 / Prices are V.A.T. excluded. Valid pricing until 2014/12/31

**NICE**  
**ACROPOLIS**  
CÔTE D'AZUR • FRENCH RIVIERA

# ORDER FORM DOCUMENT / PRICE LIST (except Food & Beverage)

## EXHIBITOR'S FILE

**Please complete carefully this form, and send it back dated, signed, with all other necessary documents**  
**Your complete company name, address, phone, e-mail are also requested in the Information Sheet 1 of the Exhibitor's Guide**  
**Please specify the dates of services and other useful informations on Information Sheets 2 and 3.**

Event name **5th ICHNO 2015** To be returned before **January 9th, 2015** (+ 15 % after deadline)

Stand name ..... Stand N° : .....

Company name .....

Complete address .....

VAT NUMBER (Country code + number)  
 or tax identification number non-EEC countries (number)

(Country code) (Number) .....

Category	Ref.	Description	Qty	Unit	VAT	Unit price	No. of days	No. of hours	Total excl. VAT
Stand fitting out I Decoration	DS01	Laying of needle tufted carpet M3 rating		M2	20,00%	5,85 €			
	DS02	Set-up of fireproof wall drapes (M1 rating)		M2	20,00%	11,58 €			
	DS03	Set-up of stretched canvas on ceiling (M1 rating)		M2	20,00%	14,99 €			
	DS04	Barrier 101 double-sided tape roll (5 cm x 25 m) for carpeting		UN	20,00%	12,88 €			
	DS05	Supply & fitting of felt width 1,80 m - M1 rating		M	20,00%	9,72 €			
Stand fitting out I Misc. fittings	ED01	Rental of melamine-coated booth partition l x H = 0,95 x 2,50 m		M	20,00%	30,46 €			
	ED02	Rental of door with lock for storage room		UN	20,00%	85,53 €			
	ED03	Rental of extra melamine-coated for booth storage room partition l x H = 0,9		M	20,00%	30,46 €			
	ED04	Rental of white front sign board with aluminium frame height 20 cm		M	20,00%	20,94 €			
Your visual communication I Signs	EN01	Rental of double-sided flag sign		UN	20,00%	37,88 €			
	EN02	Rental of front sign		UN	20,00%	43,30 €			
Your visual communication I Colour printing on Forex	FO01	Full height forex panel 0,944 m x 2,40 m		UN	20,00%	238,14 €			
	FO02	Forex panel 0,944 m x 1,50 m		UN	20,00%	162,36 €			
	BA02	Colored printing on tilt sign - stretched on aluminium frame - sqm		M2	20,00%	91,80 €			
Electricity I Connections	BM01	1 kW 220 V mono electricity supply with earth & 10-16 A socket - 1 to 5 days		UN	20,00%	213,97 €			
	BM02	3 kW 220 V mono electricity supply with earth & 10-16 A socket - 1 to 5 days		UN	20,00%	281,54 €			
	BM03	6 kW 220 V mono electricity supply with earth & 10-16 A socket - 1 to 5 days		UN	20,00%	427,23 €			
	BT01	6 kW 380 V tri electricity supply with earth & 10-16 A socket - 1 to 5 days		UN	20,00%	427,23 €			
	BT02	10 kW 380 V tri electricity supply with neutral earth and 10/16 A socket - 1		UN	20,00%	546,18 €			
	BT03	15 kW 380 V tri electricity supply with neutral earth and 10/16 A socket - 1		UN	20,00%	662,19 €			
	BT04	20 kW 380 V tri electricity supply with neutral earth and 10/16 A socket - 1		UN	20,00%	768,03 €			
Electricity I Extra power	PS01	1 kW extra power		UN	20,00%	112,48 €			
	PS03	3 kW extra power		UN	20,00%	152,30 €			
	PS05	6 kW extra power		UN	20,00%	187,46 €			
	PS06	9 kW extra power		UN	20,00%	246,05 €			
	PS09	19 kW extra power		UN	20,00%	412,43 €			
Electricity I Connections	CO01	Sale of 3 plugs rack with 1,5 m extension cord		UN	20,00%	5,84 €			
	CO02	Rental of 10-16 A socket under 3 m from electric box		UN	20,00%	26,91 €			
	CO03	Rental of 10-16 A socket over 3 m from electric box		UN	20,00%	35,15 €			
	CO04	Rental of 10-16 A socket under carpet with flat cable - under 3 m from electric box		UN	20,00%	54,93 €			



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VAT NUMBER (Country code + number)  
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(Country code) (Number) .....

Category	Ref.	Description	Qty	Unit	VAT	Unit price	No. of days	No. of hours	Total excl. VAT
Electricity   Lighting	CO05	Rental of 10-16 A socket under carpet with flat cable - over 3 m from electric box		UN	20,00%	71,40 €			
	EC02	Rental of 150 W halogen spotlight on arm		UN	20,00%	50,37 €			
	EC03	Rental of rail equipped with 3 X 75 W spotlights		UN	20,00%	59,70 €			
Water   Connection	BE01	Water supply with drainage		UN	20,00%	351,46 €			
	BE02	Water supply with drainage and rental of sink		UN	20,00%	410,03 €			
	BE03	Water connection of your own material		UN	20,00%	80,42 €			
Telephone/Fax	TE01	Rental of telephone with line & a 50 euros package of calls		UN	20,00%	195,38 €			
	TE02	Rental of telephone line for credit card terminal or fax phone calls		UN	20,00%	152,30 €			
	TE03	Isdn (or numeris) 2 x 64 Kbits access line consumptions not included		UN	20,00%	280,35 €			
	TF04	Fax rental		UN	20,00%	156,06 €			
Internet connection	IA01	512 Kb/s internet connection		UN	20,00%	279,27 €			
	IB01	1 Mb/s internet connection		UN	20,00%	470,85 €			
	IC01	2 Mb/s internet connection		UN	20,00%	844,29 €			
	IW01	Additional RJ-45 connection (on internet connection IA01 or IB01 or IC01)		UN	20,00%	103,38 €			
	IW02	Individual wifi connection with password		UN	20,00%	52,02 €			
Audiovisual equipment - Screen hire	AB01	Rental of 42" plasma or LCD screen (1 to 2 days)		UN	20,00%	390,15 €			
	AB02	Rental of 42" plasma or LCD screen		UN	20,00%	520,20 €			
	AB03	Rental of 42" plasma or LCD screen (4 to 5 days)		UN	20,00%	780,30 €			
	AC01	Rental of 50" plasma or LCD screen (1 to 2 days)		UN	20,00%	655,45 €			
	AC02	Rental of 50" plasma or LCD screen (3 days)		UN	20,00%	873,94 €			
	AC03	Rental of 50" plasma or LCD screen (4 to 5 days)		UN	20,00%	1.310,90 €			
	AD01	Rental of 60" plasma or LCD screen (1 to 2 days)		UN	20,00%	1.493,86 €			
	AD02	Rental of 60" plasma or LCD screen (3 days)		UN	20,00%	1.991,82 €			
	AD03	Rental of 60" plasma or LCD screen (4 to 5 days)		UN	20,00%	2.987,72 €			
	AE01	Rental of dedicated stand for plasma screen (1 to 2 days)		UN	20,00%	161,48 €			
	AE02	Rental of dedicated stand for plasma screen (3 days)		UN	20,00%	215,30 €			
	AE03	Rental of dedicated stand for plasma screen (4 to 5 days)		UN	20,00%	322,95 €			
	AF01	Wall mounting for plasma screen		UN	20,00%	117,01 €			
	OB01	Rental of laptop computer LCD 15" (1 to 2 days)		UN	20,00%	262,89 €			
	OB02	Rental of laptop computer LCD 15" (3 days)		UN	20,00%	286,79 €			
	OB03	Rental of laptop computer LCD 15" (4 to 5 days)		UN	20,00%	334,59 €			
	OC01	Location ordinateur iMac LCD 20" (1 to 2 days)		UN	20,00%	265,53 €			

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## EXHIBITOR'S FILE

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*Your complete company name, address, phone, e-mail are also requested in the Information Sheet 1 of the Exhibitor's Guide*  
*Please specify the dates of services and other useful informations on Information Sheets 2 and 3.*

Event name **5th ICHNO 2015** To be returned before **January 9th, 2015** (+ 15 % after deadline)

Stand name ..... Stand N° : .....

Company name .....

Complete address .....

VAT NUMBER (Country code + number)  
or tax identification number non-EEC countries (number)

(Country code) (Number) .....

Category	Ref.	Description	Qty	Unit	VAT	Unit price	No. of days	No. of hours	Total excl. VAT
Computer hire	OC02	Location ordinateur iMac LCD 20" (3 days)		UN	20,00%	289,66 €			
	OC03	Location ordinateur iMac LCD 20" (4 to 5 days)		UN	20,00%	337,94 €			
	OD01	Rental of a PC Computer "All in One" - Screen 19" (1 to 2 days)		UN	20,00%	262,89 €			
	OD02	Rental of a PC Computer "All in One" - Screen 19" (3 days)		UN	20,00%	286,79 €			
	OD03	Rental of a PC Computer "All in One" - Screen 19" (4 to 5 days)		UN	20,00%	334,59 €			
Printer hire	PA01	Rental of 30 pages/mn A4 B&W laser printer for network(1 to 2 days)		UN	20,00%	176,00 €			
	PA02	Rental of 30 pages/mn A4 B&W laser printer for network (3 days)		UN	20,00%	191,99 €			
	PA03	Rental of 30 pages/mn A4 B&W laser printer for network (4 to 5 days)		UN	20,00%	223,99 €			
	PB01	Rental of 22 ppm laser printer for network (jet color) including first 1000 printed pages (1 to 2 days)		UN	20,00%	275,04 €			
	PB02	Rental of 22 ppm laser printer for network (jet color) including first 1000 printed pages (3 days)		UN	20,00%	300,05 €			
	PB03	Rental of 22 ppm laser printer for network (jet color) including first 1000 printed pages (4 to 5 days)		UN	20,00%	350,06 €			
Screen hire	SB01	Rental of 24" LCD monitor (1 to 2 days)		UN	20,00%	182,17 €			
	SB02	Rental of 24" LCD monitor (3 days)		UN	20,00%	198,73 €			
	SB03	Rental of 24" LCD monitor (4 to 5 days)		UN	20,00%	231,85 €			
	SC01	Rental of 32" LCD monitor (1 to 2 days)		UN	20,00%	293,15 €			
	SC02	Rental of 32" LCD monitor (3 days)		UN	20,00%	319,79 €			
	SC03	Rental of 32" LCD monitor (4 to 5 days)		UN	20,00%	373,10 €			
Available services ... I Personnel	HO01	Hostess/host per hour day time (between 6 am & 10 pm) - minimum service 4 hours		UN	20,00%	28,14 €			
	HO02	Bilingual hostess/host per hour day time (between 6 am & 10 pm) - minimum service 4 hours		UN	20,00%	28,14 €			
	HO03	Trilingual hostess/host per hour day time (between 6 am & 10 pm) - minimum service 4 hours		UN	20,00%	35,29 €			
	MA01	Manual worker from monday to saturday per hour daytime between 6 am & 9 pm minimum service 4 hrs		UN	20,00%	39,08 €			
	AS01	Security guard from monday to saturday per hour daytime between 6 am & 9 pm minimum service 4 hrs		UN	20,00%	23,32 €			
	AS02	Security guard from monday to sunday per hour - night between 9 pm & 6 am minimum service 4 hrs		UN	20,00%	28,09 €			
	AS05	Security guard on sunday - per hour daytime between 6 am & 9 pm minimum service 4 hrs		UN	20,00%	28,09 €			
	MC01	Security guard with dog from monday to saturday per hour daytime between 6 am & 9 pm minimum service		UN	20,00%	24,59 €			

# ORDER FORM DOCUMENT / PRICE LIST (except Food & Beverage)

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Stand name ..... Stand N° : .....

Company name .....

Complete address .....

VAT NUMBER (Country code + number)  
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(Country code) (Number) .....

Category	Ref.	Description	Qty	Unit	VAT	Unit price	No. of days	No. of hours	Total excl. VAT
	MC02	Security guard with dog from monday to sunday per hour night-time between 9 pm & 6 am minimum serv		UN	20,00%	33,29 €			
	MC04	Security guard with dog on sunday - daytime between 6 am & 9 pm minimum service 4 hrs		UN	20,00%	27,06 €			
	NS01	Exhibition stand cleaning		M2	20,00%	0,94 €			
Available services ... I Stand cleaning	NS02	Package for booth cleaning before opening		M2	20,00%	4,04 €			
	NS03	Quick cleaning services on stand (after lunch and/or cocktail)		UN	20,00%	81,60 €			
	VA01	Rental of plant : citrus fruit 1,20 m to 1,60 m height		UN	20,00%	81,60 €			
Decorative plants I Shrub	VA02	Rental of plant : laurel bowl height : 1,20 m to 1,60 m		UN	20,00%	69,36 €			
	VA03	Rental of plant : boul box height : 1,20 m to 1,60 m		UN	20,00%	81,60 €			
	VA04	Rental of plant : olive tree height : 2,00 m to 2,50 m		UN	20,00%	153,00 €			
	VA05	Rental of plant : palm tree height : 2 m / 2,50 m		UN	20,00%	132,60 €			
	VB55	Rental of plants arrangements - indoor - 0,30 m height - window box 0,60		UN	20,00%	56,10 €			
Decorative plants I Tubs	VB56	Rental of plants arrangements - indoor - 0,30 m height - window box 1,00		UN	20,00%	86,70 €			
	VB57	Rental of plants arrangements - outdoor - 0,30 m height - window box 0,60		UN	20,00%	56,10 €			
	VB58	Rental of plants arrangements - outdoor - 0,30 m height - window box 1,00		UN	20,00%	86,70 €			
	VB59	Rental of plants arrangements - indoor - 0,80 m to 1,00 m height - bac 1,		UN	20,00%	96,90 €			
	VB60	Rental of plants arrangements - outdoor - 0,80 m to 1,00 m height - conta		UN	20,00%	96,90 €			
	VB61	Rental of plants arrangements - indoor - 1,40 m to 1,60 m height - contai		UN	20,00%	117,30 €			
	VB62	Rental of plants arrangements - outdoor - 1,40 m to 1,60 m height -contai		UN	20,00%	117,30 €			
	VB63	ental of plants arrangements - indoor - 0,80 m to 1,00 m height - round co		UN	20,00%	56,10 €			
	VB64	Rental of plants arrangements - outdoor - 0,80 m to 1,00 m height - round		UN	20,00%	56,10 €			
	VB65	Rental of plants arrangements - indoor - 1,40 m to 1,60 m height - round		UN	20,00%	86,70 €			
	VB66	Rental of plants arrangements - outdoor - 1,40 m to 1,60 m height - round		UN	20,00%	86,70 €			
	VB76	Rental of bamboo hedge - 1,80 m to 2,00 m height		UN	20,00%	153,00 €			
	VB77	Rental of bamboo hedge - 2,20 m to 2,50 m height		UN	20,00%	193,80 €			
	VB78	Rental of ficus hedge - 1,60 m to 1,80 m height		UN	20,00%	153,00 €			
	VB79	Rental of ficus hedge - 2,00 m to 2,20 m height		UN	20,00%	234,60 €			
	VF01	Rental of flowery plant		UN	20,00%	20,40 €			

# ORDER FORM DOCUMENT / PRICE LIST (except Food & Beverage)

## EXHIBITOR'S FILE

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**Please specify the dates of services and other useful informations on Information Sheets 2 and 3.**

Event name **5th ICHNO 2015** To be returned before **January 9th, 2015** (+ 15 % after deadline)  
 Stand name ..... Stand N° : .....  
 Company name .....  
 Complete address .....

VAT NUMBER (Country code + number)  
 or tax identification number non-EEC countries (number)

(Country code) (Number) .....

Category	Ref.	Description	Qty	Unit	VAT	Unit price	No. of days	No. of hours	Total excl. VAT
Decorative plants   Single flowering plants	VF02	Rental of orchid		UN	20,00%	51,00 €			
	VF31	White flowers arrangement - 0,20 m height, 0,30 m width		UN	20,00%	35,70 €			
	VF32	White flowers arrangement - 0,35 m height, 0,30 m width		UN	20,00%	45,90 €			
	VF33	Red or rose flower arrangements - 0,25 m height, 0,40 m width		UN	20,00%	45,90 €			
	VF34	Red or rose flower arrangements - 0,40 m height, 0,30 m width		UN	20,00%	56,10 €			
	VF35	Yellow flowers arrangement - hauteur 0,27 m, largeur 0,37 m		UN	20,00%	56,10 €			
	VF36	Yellow flowers arrangement - hauteur 0,50 m, largeur 0,50 m		UN	20,00%	51,00 €			
	VF37	Classy flowers arrangement - 1,60 m height, 0,50 m width		UN	20,00%	102,00 €			
	VF38	Classy flowers arrangement - 0,70 m height, 0,50 m width		UN	20,00%	112,20 €			
	VF50	Rental of little flowery plants in bowl - 0,30 m diameter, 0,30 m height		UN	20,00%	35,70 €			
	VF51	Rental of little green and flowery plants in bowl - 0,20 m diameter, 0,30		UN	20,00%	45,90 €			
	VF52	Rental of little green and flowery plants in bowl - 0,30 m diameter, 0,30		UN	20,00%	61,20 €			
Decorative plants   Single plants	VP01	Rental of single plants 0,60 to 0,80 m height		UN	20,00%	20,40 €			
	VP02	Rental of single plants 1,00 m to 1,20 m height		UN	20,00%	40,80 €			
	VP03	Rental of single plants 1,40 m a 1,60 m height		UN	20,00%	59,16 €			
	VP04	Rental of single plants kentia - 1,80 m to 2,00 m height		UN	20,00%	88,74 €			
	VP05	Rental of single plants kentia - 2,00 m to 2,50 m height		UN	20,00%	117,30 €			
	VP06	Rental of single plants ficus - 1,80 m to 2,00 m height		UN	20,00%	71,40 €			
	VP67	Rental of fern - diameter 0,60 m		UN	20,00%	45,90 €			
	VP68	Rental of spatiphyllum - 0,60 m to 0,70 m height		UN	20,00%	45,90 €			
	VP69	Rental of bamboo in beige plastic container - 1,80 m to 2,00 m height		UN	20,00%	76,50 €			
	VP70	Rental of bamboo in beige plastic container - 2,20 m to 2,50 m height		UN	20,00%	96,90 €			
	VP71	Rental of bamboo in beige plastic container - 2,50 m to 3,00 m height		UN	20,00%	158,10 €			
	VP72	Rental of bamboo in beige plastic container - 0,60 m diameter - 4,00 to 5		UN	20,00%	464,10 €			
	VP73	Rental of twisted cupressus - 1,80 m height		UN	20,00%	117,30 €			
	VP74	Rental of twisted cupressus - 3,00 m height		UN	20,00%	321,30 €			
	VP75	Rental of several balls ligustrum - 1,80 m height		UN	20,00%	127,50 €			
TOTAL EXCL. VAT									- €
MANAGEMENT FEES / RUNNING COSTS (payable only once per event)									25,00 €
NET TOTAL EXCL. VAT									- €

**VAT NOTE :** in accordance with the European legislation, the Société d'Exploitation de l'Acropolis de Nice invoices services without taxes; it then applies the VAT rate according to the client's tax ID number. Please kindly



ORDER FORM DOCUMENT / PRICE LIST  
(except Food & Beverage)

EXHIBITOR'S  
FILE

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Please specify the dates of services and other useful informations on Information Sheets 2 and 3.

Event name

5th ICHNO 2015

To be returned before

January 9th, 2015

(+ 15 % after deadline)

Stand name

Stand N° :

Company name

Complete address

VAT NUMBER (Country code + number)  
or tax identification number non-EEC countries (number)

(Country code)

(Number)

Category	Ref.	Description	Qty	Unit	VAT	Unit price	No. of days	No. of hours	Total excl. VAT
fill out the aforementioned information accordingly (located in the header section of the document)					VAT @ 20%				- €
					TOTAL INCL. VAT				- €



ORDER FORM DOCUMENT / PRICE LIST  
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Event name 5th ICHNO 2015 To be returned before January 9th, 2015 (+ 15 % after deadline)  
Stand name Stand N° :  
Company name  
Complete address

VAT NUMBER (Country code + number)  
or tax identification number non-EEC countries (number)

(Country code) (Number)

Category	Ref.	Description	Qty	Unit	VAT	Unit price	No. of days	No. of hours	Total excl. VAT
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## PAYMENT TERMS: 100% OF THE AMOUNT INCL. VAT ON PLACING ORDER

Please pay for all of your orders in one single payment; all bank charges to be paid by the ordering party  
Orders not accompanied by full payment inclusive of VAT (bank transfer, credit) shall not be processed.

- ☒ Bank transfer - Precise Event name (Please join copy of the bank transfer order) :  
SEAN Société d'Exploitation de l'Acropolis de Nice  
Banque : BNP PARIBAS – LYON METRO

## RIB / BBAN

Bank code	Sort code	Account N °	RIB code	Domiciliation	Swift address :
30004	02249	00010941791	84	Lyon Metropole entreprises	BNPAFRPPLPD
IBAN					
FR76	3000	4022	4900	0109 4179 184	BIC : BNPAFRPPLPD

Payment with bank card : ☐ Carte bleue ☐ Eurocard/Mastercard ☐ Visa ☐ American Express

I hereby authorise the Société d'Exploitation de l'Acropolis de Nice to debit my payment card

Card N°: Expiry date: Security code\*:  
\* VISA & MASTERCARD: last 3 numbers on the signature strip on reverse of card - AMEX: 4 numbers above the card number.

Amount incl. VAT in Euros : Debit purpose: exhibition order  
Cardholder's family name & first name: Date of birth:

## SIGNATORY

Name:  
Job title:  
Date:  
Email :

Please return your order with all necessary documents to :

SEAN - SERVICE VENTE EXPOSANTS

exposition@nice-acropolis.com

Signature\* & stamp

\* Signature confirms full, unreserved acceptance of the general terms and conditions of hire and sale, the client acknowledging that it has received and is cognisant therewith. In the event of card payment, the cardholder's signature validates authorisation to debit the indicated amount.

## ORDER FORM DOCUMENT / PRICE LIST

## FOOD &amp; BEVERAGE

Please complete carefully this form, and send it back dated, signed, with all other necessary documents

Your complete company name, address, phone, e-mail are also requested in the Information Sheet 1 of the Exhibitor's Guide

Please specify the dates of services and other useful informations on Information Sheet 4.

Event name 5th ICHNO 2015

Stand name

Stand N° :

Company name

Complete address

VAT NUMBER (Country code + number)

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(Country code)

(Number)

Category	Ref.	Description	Qty	Unit	VAT	Unit price	No. of days	No. of hours	Total excl. VAT
Catering   Coffee & tea	FN01	Thermos of coffee - 1 l		UN	10,00%	18,00 €			
	FN02	Thermos of tea - 1 l		UN	10,00%	18,00 €			
	FN37	Extra espresso units with cups and sugars		UN	10,00%	45,00 €			
	FN38	Espresso machine rental : 50 coffee units including cups and sugars( max 5 days		UN	10,00%	200,00 €			
	FN39	Milk individual 40 units		UN	10,00%	6,90 €			
Catering   Bar	FN03	Can Coca-Cola / light / Zero Coke 33 cl		UN	10,00%	3,00 €			
	FN04	Perrier sparkling water 33 cl		UN	10,00%	3,00 €			
	FN05	Still water / sparkling water bottle 50 cl		UN	10,00%	3,00 €			
	FN06	Minute Maid orange or apple 33 cl		UN	10,00%	3,00 €			
	FN07	Orangina soda 33 cl		UN	10,00%	3,00 €			
	FN08	Can Fanta / Sprite / Tonic 33 cl		UN	10,00%	3,00 €			
	FN42	Perrier or still water bottle 1 l		UN	10,00%	5,00 €			
	FN09	12 cans Heineken beer 33 cl		UN	20,00%	42,00 €			
	FN11	Bottle Côtes de Provence wine 75 cl (white / red / rose)		UN	20,00%	16,00 €			
	FN12	Bottle Bordeaux wine 75 cl		UN	20,00%	18,00 €			
	FN13	Bottle Champagne brut 75 cl		UN	20,00%	36,00 €			
	FN14	Bottle Champagne Pommery 75 cl		UN	20,00%	46,00 €			
Catering   Accessories	FN15	Bottle whisky single malt 75 cl		UN	20,00%	29,00 €			
	FN50	Prosecco Blanco wine bottle 75 cl		UN	20,00%	16,00 €			
	FN16	200 paper napkins		UN	10,00%	11,00 €			
	FN17	50 plastic cups		UN	10,00%	15,00 €			
	FN18	10 Champagne plastic glasses		UN	10,00%	19,00 €			
Catering   Snacks	FN20	Water cooler (19 l)		UN	10,00%	190,00 €			
	FN21	5 hours server service		UN	10,00%	195,00 €			
	FN22	Roasted peanuts 1 kg		UN	10,00%	12,95 €			
	FN23	Natural flavored chips (4 packs)		UN	10,00%	16,00 €			
	FN43	Fruits tray - 15 people		UN	10,00%	46,00 €			
	FN25	Surprise cheese party bread (36 pieces)		UN	10,00%	44,00 €			
	FN26	Surprise cold cuts party bread (36 pieces)		UN	10,00%	44,00 €			
	FN27	Mini club sandwiches (24 pieces)		UN	10,00%	44,00 €			
	FN28	Prestige hors d'oeuvre platter (48 pieces)		UN	10,00%	69,00 €			
	FN29	Mini french pastries assortment (25 pieces)		UN	10,00%	31,00 €			
	FN30	Assorted macaroons (50 pieces)		UN	10,00%	59,00 €			
	FN44	Fruits skewers		UN	10,00%	2,10 €			
Catering   Small cocktail events	FN45	Assorted mini sweet cakes (57 pieces)		UN	10,00%	63,00 €			
	FN34	Mini bar : 6 coca cola, 6 Perrier, 6 Minute Maid, 6 still water bottle, chips		UN	10,00%	95,00 €			
	FN46	Aperitif : white wine (1 bottle for 5) with glasses		PERS	20,00%	5,50 €			
	FN47	Aperitif : Champagne (1 bottle for 5) with glasses		PERS	20,00%	8,50 €			
	FN48	Maxi option : 2 bottles Champagne with glasses		UN	20,00%	70,00 €			

TOTAL EXCL. VAT

- €

MANAGEMENT FEES / RUNNING COSTS  
(payable only once per event)

25,00 €

NET TOTAL EXCL. VAT

- €

VAT @ 10 %

- €

VAT @ 20%

- €

TOTAL INCL. VAT

- €

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## ORDER FORM DOCUMENT / PRICE LIST

## FOOD &amp; BEVERAGE

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Event name 5th ICHNO 2015

Stand name \_\_\_\_\_ Stand N° : \_\_\_\_\_

Company name \_\_\_\_\_

Complete address \_\_\_\_\_

VAT NUMBER (Country code + number)  
or tax identification number non-EEC countries (number)

(Country code) (Number)

Category	Ref.	Description	Qty	Unit	VAT	Unit price	No. of days	No. of hours	Total excl. VAT
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☒ Bank transfer - Precise Event name (Please join copy of the bank transfer order) :

SEAN Société d'Exploitation de l'Acropolis de Nice  
Banque : BNP PARIBAS – LYON METRO

## RIB / BBAN

Bank code	Sort code	Account N °	RIB code	Domiciliation
30004	02249	00010941791	84	Lyon Metropole entreprises

Swift address :  
BNPAFRPPLPD

## IBAN

FR76	3000	4022	4900	0109	4179	184
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## BIC :

BNPAFRPPLPD

Payment with bank card :

☐ Carte bleue ☐ Eurocard/Mastercard ☐ Visa ☐ American Express

I hereby authorise the Société d'Exploitation de l'Acropolis de Nice to debit my payment card

Card N°:

Expiry date:

Security code\*:

\* VISA & MASTERCARD: last 3 numbers on the signature strip on reverse of card - AMEX: 4 numbers above the card number.

Amount incl. VAT in Euros :

Debit purpose: exhibition order

Cardholder's family name & first name:

Date of birth:

## SIGNATORY

Name:

Job title:

Date:

Email :

Please send back your order 10 days before the event to :

SEAN - SERVICE RESTAURATION

Nathalie SKANDUL, Assistant  
nathalie.skandul@nice-acropolis.com  
04 93 92 81 63

Elisabeth MORGENTHALER, Coordination  
elisabeth.morgenthaler@nice-acropolis.com  
06 73 17 18 57

Signature\* & stamp

\* Signature confirms full, unreserved acceptance of the general terms and conditions of hire and sale, the client acknowledging that it has received and is cognisant therewith. In the event of card payment, the cardholder's signature validates authorisation to debit the indicated amount.







#### DIRECT DELIVERIES

Address : Acropolis, Esplanade Kennedy, 06300 Nice

Direct deliveries with trucks to the venue are restricted.

Direct shipments to the exhibition site will only be accepted on move-in dates and hours.

Vehicles need to be removed immediately once unloading / reloading operations have been completed.

**To avoid traffic congestion and to allow us a fast and smooth move-in, an unloading slot will be required for all vehicles.**

Please fill in attached form to obtain move-in / move-out schedule.

All trucks/cars arriving without an unloading slot, will be unloaded once the full schedule has been completed.

#### **Courier Shipments**

Because of temporary Import Bonds for goods from outside EC, we discourage the use of Couriers to ship any material directly to the booth at the show site. Courier companies will not be able to clear your goods and will have difficulties to deliver your goods in time. To avoid this, it is advisable to consign the goods to the advanced warehouse address. You will be liable for customs and handling charges but this ensures your goods are delivered to your stand.

#### **Shipping pre-advice**

Full details of dispatch together with copies of invoices, AWB, CMR, Bill of Lading have to be send by e-mail to Kristal : [wim.poels@kristal-logistics.com](mailto:wim.poels@kristal-logistics.com) or [info@kristal-logistics.com](mailto:info@kristal-logistics.com).

#### **Documentation ( for non-EC shipments )**

Commercial invoice (5-fold) prepared into a form of packing list with values of each item, description of the goods, showing exhibitors name, addressed to :  
ICHNO c/o Martini Technotrans, Zone de Fret, F-06281 Nice.

#### **Case Marking**

All cases must be clearly marked/stenciled on two (2) sides with the following information :

Your Company Name.....  
ICHNO 2015.....  
Booth number.....  
Case Number...( ex. 1/3 – 2/3 ).....  
Gross Weight.....

#### **Insurance**

It is the exhibitor's responsibility to ensure that his goods are covered by a comprehensive marine insurance policy, which covers the goods at all times i.e. from premises to stand, duration of exhibition and return to premises. On written demand, Kristal or their agents can arrange this for you.

#### **Return transport**

We will contact all exhibitors separately on-site to organize the return of the goods to point of origin or other designated destinations





More than just  
forwarding...

Bedrijvenzone Machelen / Cargo  
Building 829A  
1830 Machelen - Belgium  
Tel: +32 (0)2 7514680  
Fax: +32 (0)2 7514720  
info@kristal-logistics.com

BE 0453 812 916 - RPR Brussel  
Verg.Vervoerscom. 2262.001  
KBC 444-8624521-45  
BIC - KREDBEBB  
IBAN - BE44 4448 6245 2145  
www.kristal-logistics.com

## ICHNO NICE 2015 MATERIAL HANDLING AND FREIGHT INFORMATION FORM

Company name : .....  
Contact : .....  
Email : .....  
Tel nr : .....Fax : .....  
Hall nr : ..... Stand nr : .....

1. We have no materials to be shipped to Nice ( )  
We will take our goods in our luggage or with our car ( )

2. We would like to ship our materials by your company, please send us an offer without any engagement :  
Pick-up address : .....  
.....  
.....  
Estimated volume / weight : .....m<sup>3</sup> .....  
Transport by : ( ) ocean ( ) air ( ) road  
Return transport : ( ) yes ( ) no  
Value of the goods : .....

3. We will ship our material :  
By transport company : .....  
Tel. : .....Ctc : .....  
Estimated volume / weight : .....  
Transport by : ( ) ocean ( ) air ( ) road  
Directly to show site ( ) To the advanced warehouse ( )

4. Storage empty crates during the exhibition: Estimated volume (m3): .....

5. On site handling requirements  
( ) forklift 3T ( ) forklift 5T ( ) labour

6. Remarks : .....  
.....

7. Invoicing address : .....  
.....  
.....  
VAT nr : .....  
e-invoice email address : .....  
Signature : .....

Please send this completed form back by e-mail **before 22 January 2015**

To Kristal Logistics, att. Wim Poels  
e-mail : [wim.poels@kristal-logistics.com](mailto:wim.poels@kristal-logistics.com)  
fax : +32 (0)2 7514720



More than just  
forwarding...

Bedrijvenzone Machelen / Cargo  
Building 829A  
1830 Machelen - Belgium  
Tel: +32 (0)2 7514680  
Fax: +32 (0)2 7514720  
info@kristal-logistics.com

BE 0453 812 916 - RPR Brussel  
Verg.Vervoerscom. 2262.001  
KBC 444-8624521-45  
BIC - KREDBEBB  
IBAN - BE44 4448 6245 2145  
www.kristal-logistics.com

## ICHNO NICE 2015

### UNLOADING / RELOADING SCHEDULE

### FORM FOR DIRECT DELIVERIES TO NICE

Company name : .....	
Contact : .....	
VAT nr : .....	
Email : .....	
Tel nr : .....	
Fax nr : .....	
Hall nr : .....	Stand nr : .....

We would like to have following unloading/reloading slots :

<u>Build-up</u>	
Date : .....	Hour : .....
Estimated volume – m3 : .....	
Length of the truck : ( ) 4 meter ..... ( ) 6 meter..... ( ) 12 meter or more .....	
Truck license number : .....	

<u>Dismantling</u>	
Date : .....	Hour : .....
Estimated volume – m3 : .....	
Length of the truck : ( ) 4 meter ..... ( ) 6 meter..... ( ) 12 meter or more .....	
Truck license number : .....	

Slots will be given on a first come / first served base.

Trucks need to report to the Kristal desk minimum 1 hour before the confirmed slot.

Our staff will guide the truck to the unloading area on the confirmed slot time.

Please send this completed form back by e-mail **before 4 February 2015**

To Kristal Logistics

Att. Wim Poels

e-mail : wim.poels@kristal-logistics.com





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ICHNO 2015 NICE

## STAND CONTRACTOR INFORMATION FORM

Exhibitor name : .....

Stand nr : .....

( ) We ordered a shell scheme, through organizers / exhibition centre,  
we do not have a stand building contractor

( ) We will use the stand building contractor below

Company name : .....

Contact person : .....

Address : .....

.....

.....

VAT : .....

Tel : .....

Fax : .....

e-mail : .....

e-invoice email address : .....

Please send this completed form back by e-mail **before 9 January 2015**

To Kristal Logistics

Att. Wim Poels

e-mail : [wim.poels@kristal-logistics.com](mailto:wim.poels@kristal-logistics.com)

## cmLead – Advanced Lead Retrieval for Exhibitors

### ORDER

#### BEFORE THE CONFERENCE

- **Order COVR Lead Retrieval Services through the conference website.**
- You have the possibility to order the cmLead Application with an iPod Touch or an iPad.
- **Your order includes the rental of a state of the art barcode scanner that can be plugged into your iPod Touch or iPad and guarantees the highest possible performance in barcode scanning.**
- **After receiving your order, we will send you a username & password by e-mail to login to the cmLead portal as well as an activation code to activate the cmLead app.**  
You will also receive a user manual with a step-by-step explanation of how to use the cmLead portal & App before, during & after the conference.



### CONFIGURE

#### BEFORE & DURING THE CONFERENCE

- Once you are logged in to the cmLead portal, you can start **setting up your qualifiers** (products, services ...).
- The onsite Covr crew will make sure your qualifiers and all delegate information are available on your iPod Touch or iPad.
- Your qualifiers and delegate database will automatically be synchronized onsite. (provided the device has Wi-Fi / data access)
- Your qualifiers can be updated at any time.

### SCAN & MANAGE

#### DURING THE CONFERENCE

- **After having entered the activation code, the device is ready for use!**
- No Wi-Fi / data is needed for the actual scanning onsite.
- **After scanning a badge you will see all available delegate data on your device.**
- **If needed, you can add more data or even make changes to the presented delegate data.**
- **For each scan you can select your qualifiers and additional comments.**
- You remain in full control of all your scanned leads.  
At any moment you can display any scan you made with your device and make changes.
- Lead data will be synchronized continuously with cmLead Server if Wi-Fi / data is available.
- At the end of the conference you return the barcode scanner as well as the iPad or iPod Touch.



### DOWNLOAD & EXPLOIT

#### DURING & AFTER THE CONFERENCE

- **Once you synchronized all your leads with the cmLead portal you can:**
  - **export them from the portal and**
  - **start using the information gathered to optimize your sales efforts.**
- Your lead data will remain available on the cmLead portal after the conference for 6 weeks.

## Terms, Conditions & Pricing

- **Order deadline** - After the ordering deadline of **31<sup>ST</sup> DECEMBER 2014**, COVR does not accept orders automatically but will confirm acceptance upon availability. For confirmed orders after **31<sup>ST</sup> DECEMBER 2014** a surcharge of €100,00 per device will be added.
- **Rental rates** are per cmLead Set and include a high performance barcode scanner (iScan), an iPod Touch or an iPad and the cmLead software with an unlimited number of scans.
- **Terms of payment** - Upon receipt of order, an invoice representing the total amount due (quoted prices are net excluding Belgian VAT of 21%) will be sent by COVR. Payment has to be done by credit card via Ogone after you've placed the order online.
- **Cancellation** - Orders can be cancelled until **31<sup>ST</sup> DECEMBER 2014** without any fees. After **31<sup>ST</sup> DECEMBER 2014** there is a cancellation fee of 50%.
- **Pick up/Return** — The rented equipment must be collected at the exhibitors' desk on **THURSDAY 12 FEBRUARY 2014, between 9:00 AND 12:00 HOURS** and returned on **SATURDAY 14 FEBRUARY 2014, before 13:00 HOURS**. Exhibitors are responsible for the proper use and safe keeping and will pay for any damage occurred during the rental.

Items failed to be returned onsite must be sent by courier to COVR bvba (Oude Tramstraat 5, 2490 Balen, Belgium) within 5 working days after the last day of conference. The cost of lost, damaged or not completely returned hardware will be €500,00 per scanner, €300,00 per iPod Touch and €1.000,00 for an iPad.

- **Data retrieval and protection**

Each lead will contain the contact information as provided by the participant or the group registration contact person on the registration form (name, full address, telephone, fax, email and lead codes). Hence the quality of the delegates' contact details – collected by the organizer - will ultimately define the value of the lead retrieval system. Neither ENA nor COVR can be held liable for incorrect data.

The company renting the scanners hereby agrees to respect the data privacy policy imposed by ENA. The cmLead application will however, display the available info immediately after scanning and give you the opportunity to complete the data on the spot.

- **Pricing**

	Orders before 26/09/2014	Orders between 26/09/2014 & 31/12/2014	Units	€ Total
Rental of cmLead software + iScan + iPod Touch	€ 450	€ 550		
Rental of cmLead software + iScan + iPad	€ 700	€ 800		
Rental of symposium scanner (2hrs rental)	€ 350	€ 450		
Cancellation fees	0%	50%	Total €	

Prices excl. 21% Belgian VAT.

Please use the following link to place your order:

[www.covr.be/cmlead/ICHNO2015.aspx](http://www.covr.be/cmlead/ICHNO2015.aspx)

Orders can only be placed online and require online credit card payment.  
After acceptance of your order, COVR will send you a confirmation and invoice.