

Geneva Health Forum 2010

PRACTICAL INFORMATION FOR MARKETPLACE PARTICIPANTS

SIMPLE TABLE OPTION

- **COST:**
 - CHF 300.00 + VAT (if applicable)
- **WHAT IT INCLUDES:**
 - 1 table
 - 2 chairs
 - 2 entries to the Forum for those manning the stand
- **SIZE OF THE TABLE:**
 - The dimensions of the tables are 150cm (width) X 75cm (depth)
- **TABLE COVER:**
 - You are encouraged to bring a table cover (or a banner, see below) or other means of attaching a sign on the front of the table to identify your organization
- **BANNER:**
 - We suggest that you bring your own vertical banner to identify your organization if a table cover or hanging sign is not possible
 - The banner should preferably be a free standing banner on a tripod base (self standing pop-up)
 - The suggested dimensions are 120cm (height) X 80cm (width)
 - Banners that are larger than this are strongly discouraged as they may block access to other tables
- **BANNER/SIGNS PRODUCTION:**
 - We can recommend the following companies in our area for signs or banners:

Naturaprint	Mathys SA
Les Grands Vris	11, chemin Delay / Case postale 681
74540 Alby-sur-Chéran	1214 Vernier / Switzerland
France	Phone: +41 (0)22 306 40 00
Phone: +33 450 68 13 48	Fax: +41 (0)22 306 40 10
E-mail: info@naturaprint.net	E-mail: info@mathys-sa.ch
Web: www.naturaprint.net	Web: www.mathys-sa.ch/fr/display/porte-banner/
- **ELECTRICITY:**
 - There is no electricity included in the table option
 - If you absolutely need electricity, the conference centre charges CHF 250.00 + VAT to hook up an electrical connection
 - Please inform Gabrielle Landry immediately if you did not ask for electricity initially

EXHIBITION SPACE ONLY

- **PURPOSE:**
 - Exhibition space only is intended for companies/associations that wish a greater exposure than what could be offered by the simple table option and that already have their own booth structure that they will bring, set-up and dismantle
- **COST:**
 - CHF 400.00 + VAT (if applicable) per square meter
- **MINIMUM SIZE OF THE BOOTH:**
 - 6 square meters (2 meters X 3 meters)
- **WHAT IT INCLUDES:**
 - Reserved space
 - 3 entries (per 9 square meters booked or 2 entries for 6 square meters booked) to the Forum for those manning the stand
- **INFORMATION & BOOKING:**
 - Should you wish to have a booth or space only option, please first confirm with Gabrielle Landry Chappuis (gabrielle.landry@hcuge.ch). You will then be put into contact with MCI for all logistics issues

BOOTH WITH STRUCTURE (SHELL SCHEME)

- **PURPOSE:**
 - Shell scheme booths are intended for companies/associations that wish a greater exposure than what could be offered by the simple table option and that wish to receive a fully equipped exhibition stand
- **COST:**
 - CHF 700.00 + VAT (if applicable) per square meter
- **MINIMUM SIZE OF THE BOOTH:**
 - 6 square meters (2 meters X 3 meters)
- **WHAT IT INCLUDES:**
 - Reserved space
 - White wall modules fitted into aluminium stand system
 - Electrical supply for lighting
 - Fascia board for company/association name
 - Spotlights, 100 W
 - 1 table & 2 chairs per 9 square meters booked
 - Stand cleaning
 - 3 entries (per 9 square meters booked or 2 entries for 6 square meters booked) to the Forum for those manning the stand
- **INFORMATION & BOOKING:**
 - Should you wish to have a booth or space only option, please first confirm with Gabrielle Landry Chappuis (gabrielle.landry@hcuge.ch). You will then be put into contact with MCI for all logistics issues



GENERAL INFORMATION FOR TABLES AND BOOTHS

- **WIFI:**
 - Wi-Fi connection is free at the congress venue
- **SET-UP:**
 - Sunday 18 April 2010 08:00 to 19:00
 - Monday 19 April 2010 08:00 to 12:00
- **EXHIBITION OPENING:**
 - The official marketplace opening is at 12:30 on Monday, 19 April 2010
- **BREAKDOWN:**
 - Wednesday 21 April 2010 17:30 to 22:00
 - Dismantling of stands and tables before the end of the exhibition is not permitted
- **INFORMATION:**
 - For more information, please contact Gabrielle Landry Chappuis at gabrielle.landry@hcuge.ch