



© Reed Exhibitions / Christian Husar

## THE PACE

The PACE sessions can be organised from **Sunday 18 June to Tuesday 20 June 2017 between 09:00 and 18:00** and on **Wednesday 21 June from 09:00 to 12:30**.

### CONTENTS

- 1 Room description
- 2 Room floor plans
- 3 Room access
- 4 Room keys
- 5 Room set up
- 6 Plants
- 7 AV equipment
- 8 IT services
- 9 Temporary staff
- 10 Transport regulations / Handling and vehicle access for unloading
- 11 Catering
- 12 Room signage
- 13 Promotion
- 14 Scientific programme

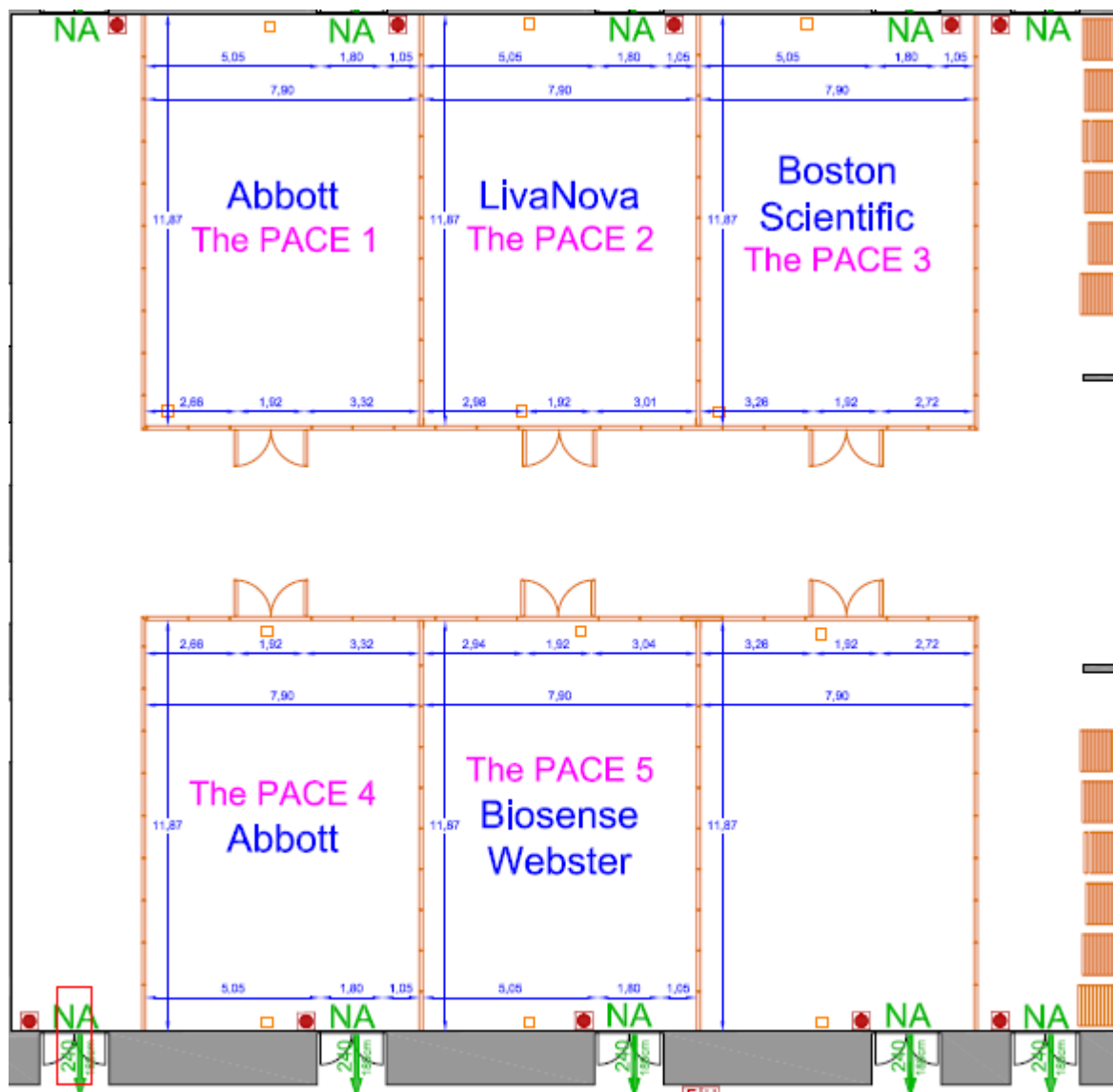
### 1 - ROOM DESCRIPTION

- Room size: 93 m<sup>2</sup>
- Dimensions: 11.87 m x 7.90 m
- Height: 3,9 m and maximum allowed construction height 3,5 m
- Door height: 235 cm
- 2 pits per room (orange square on floor plans) with 4 power sockets in each pit. 1kw per pit.
- 1 double leaf entrance door on the front of the room
- 1 double leaf emergency exit on the back of the room
- Carpet
- Air conditioning
- Daily cleaning

It is forbidden to make holes, insert screws or nails in the walls, ceilings, floors or various elements of the room. **The emergency exits must remain clear.**

## 2 - ROOMS FLOOR PLANS

Individual floor plans available on the website: [www.essexexhibition.org/EHRA2017](http://www.essexexhibition.org/EHRA2017)



## 3 - ROOM ACCESS

The hand-over of The PACE room is schedule on Friday 16 June 2015 at 08.00.

- Friday 16 June 2017	08.00 - 20.00 Access for Exhibitors / Access for delegates not allowed
- Saturday 17 June 2017	08.00 - 20.00 Access for Exhibitors / Access for delegates not allowed
- Sunday 18 June 2017	08.00 - 20.00 Access for Exhibitors (Sessions 09:00 - 18:00)
- Monday 19 June 2017	08.00 - 20.00 Access for Exhibitors (Sessions 09:00 - 18:00)
- Tuesday 20 June 2017	08.00 - 20.00 Access for Exhibitors (Sessions 09:00 - 18:00)
- Wednesday 21 June 2017	08.00 - 20.00 Access for Exhibitors (Sessions 09:00 - 12:30) 14.00 - 20.00 Dismantling

#### 4 - ROOMS KEYS

2 Keys per room, distributed by the ESC.

Supporting companies' representatives will be asked to sign the keys collection form and to return the keys at the end of the Congress.

In case of loss or failure to return the keys, €70 per key will be invoiced to the supporting company.

#### 5 - ROOM SET UP

- Room will include tables (if needed), chairs (if needed), standard electricity supply, air conditioning and daily cleaning.

- The workstation or equipment used in each room will be provided exclusively from the supporting company and, if needed, technicians from the company may be present at each session

- It is highly recommended to setting up a reception counter at the entrance of your assigned room to manage delegates' registration

**The PACE can be set-up by supporting company stand builder.** The PACE sponsors are responsible for submitting full details of the room set-up (i.e detailed, scaled structural drawing) to the Messe Wien for validation.

Mr. Martin Kreidl from the Messe Wien can assist you in your preparation and answer all technical queries.

**Email :** martin.kreidl@messecongress.at

#### Furniture

A maximum of 22 tables (140cm x 45cm) and 50 chairs are included in the price of the PACE.



Room to be set-up by supporting company stand builder

ESC and Messe Wien must be informed before **15 May 2017** of the number of tables and chairs needed.

Messe Wien will arrange the delivery of the furniture for the supporting company arrival.

#### Extra furniture

If needed extra furniture must be ordered from **Expoxx**, official EHRA EUROPACE - CARDIOSTIM 2017 official supplier and are billable as extras. Expoxx furniture may differ from standard furniture included in the price of the PACE.

The Technical Services catalogue is available on [www.escexhibition.org/EHRA2017](http://www.escexhibition.org/EHRA2017)

Supporting companies may contact:

**Expoxx**  
**Mr. Martin Moser**  
Tel: +43 1 72720 - 6207  
Fax: +43 1 72720 - 6109  
**Email :** martin.moser@expoxx.at

**Order Deadline: 15 May 2017**

#### **Electricity supply / Electrical equipment**

A standard electricity supply 2kw included in the price of the PACE.  
Each room is equipped with 2 pits with 1kw per pit.  
Each pit includes 4 power sockets.

#### **Extra electricity supply / Electrical equipment**

If needed extra electricity supply and electrical equipment must be ordered from **Expoxx**, official EHRA EUROPACE - CARDIOSTIM 2017 official supplier and are billable as extras.

The Technical Services catalogue is available on [www.escexhibition.org/EHRA2017](http://www.escexhibition.org/EHRA2017)

Supporting companies may contact:

**Expoxx**  
**Mr. Martin Moser**  
Tel: +43 1 72720 - 6207  
Fax: +43 1 72720 - 6109  
**Email :** martin.moser@expoxx.at

**Order Deadline: 15 May 2017**

#### **6 - PLANTS**

If needed AV equipment must be ordered from EHRA EUROPACE - CARDIOSTIM 2017 official suppliers and are billable as extras.

The Technical Services catalogue is available on [www.escexhibition.org/EHRA2017](http://www.escexhibition.org/EHRA2017)

Supporting companies may contact:

**Expoxx**  
**Mr. Martin Moser**  
Tel: +43 1 72720 - 6207  
Fax: +43 1 72720 - 6109  
**Email :** [martin.moser@expoxx.at](mailto:martin.moser@expoxx.at)

**Order Deadline: 15 May 2017**

#### **7 - AV EQUIPMENT**

If needed AV equipment must be ordered from EHRA EUROPACE - CARDIOSTIM 2017 official suppliers and are billable as extras.

The Technical Services catalogue is available on [www.escexhibition.org/EHRA2017](http://www.escexhibition.org/EHRA2017)

Supporting companies may contact:

**STEINER Mediensysteme GmbH**  
Tel: +43 (0)2262 / 733 33-0  
Email: [EHRA2017@mediensysteme.at](mailto:EHRA2017@mediensysteme.at)

**Order Deadline: 15 May 2017**

## 8 - IT SERVICES

If needed internet, network and telephony products must be ordered from EHRA EUROPACE – CARDIOSTIM 2017 official supplier and are billable as extras.

The Technical Services catalogue is available on [www.escehhibition.org/EHRA2017](http://www.escehhibition.org/EHRA2017)

Supporting companies may contact:

**Kapsch BusinessCom AG**

**Mr. Juergen Ringler**

Tel: +43 (0) 50 811 5323

Email: [Juergen.Ringler@kapsch.net](mailto:Juergen.Ringler@kapsch.net)

**Order Deadline: 15 May 2017**

## 9 - TEMPORARY STAFF

The Technical Services catalogue is available on [www.escehhibition.org/EHRA2017](http://www.escehhibition.org/EHRA2017)

Supporting companies may contact:

**CAM Security GmbH**

Tel: +43 (0)1 72 99 094

Fax: +43 (0)1 72 99 541

Email: [messe@cam-security.at](mailto:messe@cam-security.at)

**Order Deadline: 15 May 2017**

## 10 - TRANSPORT REGULATIONS / HANDLING AND VEHICLE ACCESS FOR UNLOADING

The official forwarder for EHRA EUROPACE - CARDIOSTIM 2017 is Fairexx.

The Fairexx Manual is available on [www.escehhibition.org/EHRA2017](http://www.escehhibition.org/EHRA2017)

Supporting companies may contact:

**Fairexx Logistics for Exhibitions GmbH**

**Mrs. Anja Homann**

Tel: +49 (0)30 44 03 47 10

Fax: +49 (0)30 44 03 47 79

Email: [anja.homann@fairexx.com](mailto:anja.homann@fairexx.com)

## 11 - CATERING

Organisers are encouraged to guarantee a healthy and balanced catering service to their delegates.

The caterer offer is available on [www.escehhibition.org/EHRA2017](http://www.escehhibition.org/EHRA2017)

Supporting companies may contact:

**Gerstner Catering Betriebs GmbH**

**Mrs. Andrea Jann**

Tel: +43 1 31665-2420

Email: [jann@gerstner.at](mailto:jann@gerstner.at)

**Order Deadline: 31 May 2017**

## 12 - ROOM SIGNAGE

- The ESC will take care of the generic signage within the congress centre
- The ESC will place a standard room branding with PACE room number and company name

### **Additional Signage**

Two Roll-ups (maximum height of 2.5m and maximum width of 1m, no sound) and/or an information screen (no sound) may be displayed in front of the assigned room.

One Roll-up of maximum width of 2 m could be considered.

These supports cannot carry product names, logos or references and should be limited to the company name, corporate logo and The PACE Agenda.

- Room signage must receive prior approval from the ESC.
- No other signage or promotion can be made within the building.

### **13 - PROMOTION**

- 1 Advert, will be included in the Congress News, each day of your sessions
- 1 Weblink
- Dedicated listing in the Scientific Programme & Planner, Final Programme (PDF format only) Programme at A Glance and Mobile App
- Slot for your invitation flyer to promote the session onsite in the "Industry Sponsored Session Display Racks"
- Promotion allowed in front of the PACE room: Roll-up and/or invitation flyers and Information Screen (no sound)
- Invitations can be distributed at the entrance of the assigned room. It is forbidden to distribute invitations anywhere else in the building other than on the booth, the Industry Welcome Desk and in the "Industry Sponsored Session Display Racks" available from Saturday 17 June to Wednesday 21 June 2017.

### **14 - SCIENTIFIC PROGRAMME**

Supporting companies are free to organise as many sessions as they wish each day from Sunday 18 June to Wednesday 21 June 2017 between 09:00 and 18:00, except Wednesday until 12:30.

The number and duration of the sessions is left to sponsors judgement. Supporting companies could also decide not to held presentations on Wednesday 21 June 2017 or during any other days.

Programme content received after **01 May 2017** will not be included in the Final Programme (pdf format) and Programme at a Glance. Changes will be included in Mobile App and to the Scientific Programme & Planner.

### **Session content**

No drug, device, product names, brand names or trademarks are allowed in the titles of Industry Sponsored Sessions. Session titles may contain a generic name. Scientific programmes will not be accepted if it is judged to be promotional rather than educational.

### **Approval of scientific programmes**

The content and scientific programme of The PACE must be reviewed and approved by the Chairperson of the Congress Programme Committee (CPC) who will confirm/ascertain the scientific value of Industry Sponsored Sessions. Approval or suggestions for changes by the CPC Chairperson will be communicated to the organisers of Industry Sponsored Sessions. These recommendations must be taken into consideration.