



FUNCTION SPACES – ROOM 71m²

Function Spaces are reserved to Exhibiting companies

Location South Gallery – Rooms: 6,10,14,30

Accesses Located above the exhibition -> From the Exhibition - Staircases with stairs and 1 elevator
The stairs should be use for emergency only

Friday 28 August

08.00-23.00 Access for exhibitors via exhibition hall only
Access for delegates not allowed

Saturday, 29 August, Sunday 30 August, Monday 31 August, Tuesday 1 September

08.00-20.00 Access for exhibitors via the Exhibition and the “The Hub”
09.00-18.00 Access for delegates via the Exhibition and the “The Hub”
08.00-09.00 Access for delegates via “The Hub” only
18.00-20.00 Access for delegates via “The Hub” only

Wednesday, 2 September

08.00-13.00 Exhibition closed. Access for exhibitors and delegates via “The Hub” only
13.00-23.00 Access for exhibitors via the exhibition hall
Access for delegates not allowed

Signage

- General “Function Spaces” signage within the Congress Centre
 - Banner or standing sign in front of each stair cases will mention the sponsor’s name and room N°
 - 1 monitor available on room level in front of each elevator – Sponsor name and room n° will be mentioned on these screen
 - **Industry to provide their company name and logo** to produce signage sheet to be inserted in the Plexiglas holder located in the room entrance (A4 landscape format)
- Deadline 3 August** please send to sponsorship@escardio.org

Room capacity (max)

Theater 90 pax,
Classroom 28 pax,
Boardroom 34 pax
U-Shape 15 pax
Reminder: Industry to order their set up: **Deadline 10 August**, please send to Helen Stanley: helenstanley@excel-london.co.uk

Included per room

- Projection screen included
- Basic set-up for theater, boardroom or classroom style **only** (tables, table-clothe, chairs). Contact Helen Stanley: helenstanley@excel-london.co.uk
- 1 coat rail
- Blinds (to darken the room)
- Access to the deck terrace. **NOT to be furnished/ NON smoking area**
- 2 key cards. Lost key cards will be charged to sponsors
- Air conditioning
- Daily cleaning

Not included per room

- Projector / AV equipment must be ordered as extras: **Deadline 10 August** and contact gparker@blitzcommunications.co.uk
- Catering: **Deadline 7 August**
http://www.escehhibition.org/ESC2015/partner_services/ESC%20Items/Function-spaces_Industry-Meeting-Rooms-Catering-Offer-ESC.pdf
- Alternate furniture: **Deadline 10 August**
Catalogue available: http://www.escehhibition.org/ESC2015/partner_services/
and contact congress2@ges.com or phone: +44 2476 380 180

(Pictures of room 6 only for reference: non-contractual images)



