

ELECTRICAL REGULATION AND CERTIFICATION **INFORMATION FOR EXHIBITORS**



Dear Exhibitor / Stand Builder:

In order to avoid long delays during the setup of your event, it is very important that your building company is aware of the following:

- ❖ Technical regulations
- ❖ Spanish Low Voltage Electro-technical Regulations and Complementary Technical Instructions (*Reglamento Electrotécnico de Baja Tensión e Instrucciones Técnicas Complementarias*).
- ❖ Specific regulations of the Regional Government of Madrid.
- ❖ These regulations are enforced at Feria de Madrid, where the reference event will take place.

We strongly recommend you to read this document and forward it to the person responsible for building your stand, together with the technical instructions included in the exhibitor's handbook.

The electrical installation must comply with the electrical requirements specified in the regulations, particularly the electrical regulations.

In order to have power supply, the stand builder should keep in mind the following.

- A. Any electrical installation must be installed respecting the Spanish Low Voltage Electro-technical Regulations and Complementary Technical Instructions (as well as the specific regulations of the Regional Government of Madrid). See Annex 6.
- B. Once the electrical installation has been completed, a Madrid-licensed electrician must fill in the Electrical Installation Certificate.
- C. Finally, the Madrid-licensed electrician must submit the above-mentioned Electrical Installation Certificate to SGS (IFEMA's official inspection company, located in the centre aisle, between hall 7 and 9), and request a compulsory electrical inspection. SGS will carry out the electrical inspection at your booth and notify the electrician of the results. If the installation is not approved, SGS will request the electrician to carry out the necessary modifications, as soon as possible, and request a new inspection.

HOWEVER PLEASE NOTE THE FOLLOWING:

- ❖ **Only a Madrid-licensed electrician can present the required certification to the corresponding Regional Government Authorities.**
- ❖ Therefore, if the electrician that completes the electrical installation is not licensed in the Region of Madrid, a Madrid-licensed electrician must present the certification on their behalf.

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In order to facilitate this process IFEMA offers exhibitors the following services:

- 1. Electrical Connection + Fuse-board + Certification Packs:** These packs include a fuse-board (various KW options are available) plus the corresponding Madrid Electrical Installation Certificate.

If you select this option, the fuse-board(s) hired will be installed by SICE (IFEMA's official fuse-board supplier) at the beginning of setup in the location indicated on a stand floorplan to be sent to IFEMA.

SICE will then present the Electrical Installation Certificate to SGS (IFEMA's official inspection company).

SGS will then check the installation and, if they agree that all is in order, give the OK for electricity to be turned on at the stand.

- 2. Certificates:** Those stand builders that bring their own fuse-board(s) can hire just the necessary certificate(s) and thereby satisfy requirements B & C noted above.

If you select this option, first SICE (IFEMA's official fuse-board supplier) will check the installation to ensure it is OK. Once they are certain that the installation is correct, they will present the Electrical Installation Certificate to SGS (IFEMA's official inspection company).

SGS will then check the installation and, if they agree that all is in order, give the OK for electricity to be turned on at the stand.

- 3. If you hire neither the Pack nor the Certificate,** it is the stand-builder's responsibility to ensure that a Madrid-licensed electrician coordinates the Electrical Installation Certificate with the Regional Government of Madrid.

You must then present the Electrical Installation Certificate to SGS (IFEMA's official inspection company).

SGS will then check the installation and, if they agree that all is in order, give the OK for electricity to be turned on at the stand.

We recommend you to take the necessary steps to implement the aforementioned regulations prior to your arrival at Feria de Madrid. This will preclude unexpected delays during the build up, as well as unnecessary surcharges.

Kindest regards,
IFEMA CONVENTION DEPARTMENT