

EXHIBITOR INFORMATION

EUROMAR 2026

Those of you that use an external stand builder, please forward this following information:

VENUE	Quality Hotel Hotel 11 & Eriksbergshallen, Maskingatan 11, SE-417 64 Göteborg,	
ORDERING AND QUESTIONS	For technical questions, ordering stand service as well as exhibitor insurance: Workman Göteborg, phone: 031-745 88 00: e-mail: monterservice@goteborg.workman.se	
ORDER IN TIME SAVE 30%	SEE LAST DATE OF ORDER for stand service, furniture etc: 30% will be added on top of the regular price after this date. Changes/canceling after this date - will be charged in full. Orders made on site will have 50% added on top of the regular prices. Visit our online shop to order: www.workman.se/shop/en/	Last date to order: Monday 8/6 Workman Göteborg: 031-745 88 00 monterservice@goteborg.workman.se
MOVING IN	Earlier moving in time is offered by quote. Please contact responsible Åsa Eklund asa@mkon.se . All the public areas must be kept clean from exhibitor items, waste material and packaging from 17.00 on this day to facilitate this. Address for moving in: Sjöportsgatan 417 64 GÖTEBORG	Saturday 27/ 6 kl. 08.00 – 17.00 Sunday 28/ 6 kl. 08.00 – 14.00
MOVING OUT	Starting to pack your items and moving out of the stand before closing the last day of the exhibition is not permitted. The first 30-60 minutes after the exhibition closes, the visitors are leaving the exhibition halls – during that time are we for safety reasons, not allowed to deliver the empty packaging into the halls. Neither can we open the loading doors and gates during this time for safety reasons. The aisles must be kept free from goods and other things, so that we can begin with the goods handling as soon as the visitors has left the halls.	Only exit/moving out via the main entrance on Thursday Thursday 2/7 kl. 16.00 – 19.00 Exit/moving out via Sjöportsgatan on Friday. Friday 3/7 kl. 08.00 – 17.00
DELIVERIES BEFORE THE EXHIBITION	Workman Göteborg or Quality Hotel Hotel 11 takes no responsibility for losses or damages on exhibitor products or items before, during or after the exhibition! Please write following address and marking on items to be delivered: Fair/ Your Company/ Stand number /Contact person and Number Eriksbergshallen, Sjöportsgatan 417 64 GÖTEBORG Note! At Eriksberg there is no loading dock available. Forklift is available for a cost. See complete information under "Goods handling".	Before event Friday 26/6 kl. 08:00 – 16:00 After event Friday 3/7 kl.08:00 – 16:00
HANDLING OF GOODS	All goods must be packed and placed on pallets or in rolling cages during appointed moving out times. This is a demand as we need to move the goods. Goods not being picked up will be charged per cubic meter and week started. The exhibitors are responsible for booking transportation of their goods. In those cases a freight company comes with goods, asks us to transport/unload the goods to the booth, we will unload and take it to the exhibitors booth on the expense of the exhibitor. Regardless of what has been agreed between the freight company and the exhibitor. For machines or materials that are weighing over 1000kg (or bulky), must forklift services be ordered at least 2 weeks in advance. See complete information under "Goods handling".	

OPENING HOURS	You as an exhibitor have access to the hall area from 08.00 . The hall area has to be cleared 1 hour after the exhibition has closed, i.e. 21.00	Open during the conference
RESTURANT	To order catering or discuss questions regarding food& beverage on Quality Hotel Hotel 11 & Eriksbergshallen, contact Quality Hotel 11 & Eriksbergshallen . meetings.q.11@strawberry.se	

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ALCOHOL	Please note that alcohol found on the premises, that aren't purchased from Quality Hotel Hotel 11 & Eriksbergshallen, will be seized/taken care of. Swedish alcohol laws don't allow You to bring alcoholic beverages into Quality Hotel Hotel 11s premises. For further information or to order please contact Quality Hotel 11 & Eriksbergshallen . meetings.q.11@strawberry.se	
CHILDREN	The exhibition centre during the moving in and moving out period is a place of work and forklift trucks, other vehicles and machines are in constant use. Due to this children younger than 16 years are not allowed in the exhibition halls during those times. Please respect this for your children's and our forklift driver's safety. <i>Thank you for your cooperation!</i>	
CLEANING	Quality Hotel Hotel 11 & Eriksbergshallen is responsible for cleaning all public areas in the halls. If you wish to order stand cleaning, it is ordered from the Service Center, which also combined with a cost. We want that all stands to be cleaned well in time before the exhibition opening, at latest 20.00 the night before opening day. Stands that are not cleaned will be cleaned by the centre staff in the evening before opening <u>and charged to the exhibitor</u> .	
CLOAK ROOM	The cloak room will be open during the fair opening hours.	
CONTACT INFORMATION, TECHNICAL DEPARTMENT	Technical Manager Namn: Rebecca Tel: 031+779 11 08 meetings.q.11@strawberry.se	Project Manager Namn: Emelie Avesand Tel: 072 402 64 81 emelie.avesand@goteborg.workman.se
EARLIER MOVING IN	Earlier moving in time is offered by quote. Please contact responsible Åsa Eklund asa@mkon.se .	
ELECTRICAL INSTALLATIONS	All electrical installations and equipment must be made in accordance with current regulations. All connections to the Quality Hotel Hotel 11 & Eriksbergshallen's fixed installations must be done through the Quality Hotel Hotel 11 & Eriksbergshallen's presidency. The power grid has 230 V 1-phase and 400 V 3-phase 50Hz and all outlets are grounded. Electrical installation in the stand may only be carried out by a qualified electrician. If unauthorized connection damages the distribution network or connected installations, Quality Hotel Hotel 11 will claim damages from the company responsible for the connection. Normally, the voltage in the mains is switched on in about 30 minutes before the opening of the fair/event and is shut down approximately 30 minutes after closing. However, the power grid must always be regarded as live. If you want power at other times, please contact the Service Center for ordering night power. On top of the walls, our power stations for the power grid are mounted for the stands and these as well as other power stations in the venue are not allowed to cover. All use of electricity is charged, and the sockets must not be used without the order being made.	
EXHIBITORS INSURANCE	An insurance that covers material in your stand, products etc. are included in the stand price <u>on some exhibitions</u> . On some events the exhibitors needs to buy insurance separately. Please check what applies to your event. Quality Hotel Hotel 11 or Workman Göteborg takes no responsibility for losses or damages on exhibitor products or items before, during or after the exhibition!	
FIRE REGULATIONS	We have a strict non smoking policy in all halls. Open fire in the halls is prohibited. There is an automatic fire alarm and the facilities are equipped with sprinklers. The alarm is directly linked to the Fire department and our smoke detectors are very sensitive. An exhibitor causing a fire emergency response by mistake will be charged any costs arising. If the alarm is triggered a siren howls, and a spoken message in both Swedish and English, will urge everybody to evacuate the facilities – the assembly point is the big parking lot next to the highway. All textiles used for decoration in the stand must be fire resistant or non-flammable. All decoration materials used must be fire resistant and can be certified through documentation. When handling flammable liquids please contact our technical manager: monterservice@goteborg.workman.se	
FOOD HANDLING/ LIQUOR LICENSE	Quality Hotel Hotel 11 & Eriksbergshallen's restaurateur holds the food- and alcohol permits in our premises. It is therefore not allowed by Swedish law to give out any alcoholic beverages or food in the stands if they are not ordered through our restaurateur. If you want to order or have questions, please contact: Quality Hotel 11 & Eriksbergshallen . meetings.q.11@strawberry.se	

GOODS HANDLING	Goods arriving at the fair are transported to the designated booth at a cost. See current prices on our online shop under Forklift-Empties www.workman.se/shop/en. The same cost also applies to outgoing goods that are left in the booth. These costs will be charged the exhibiting companies after the fair. Forklift help are ordered on site from the Technical department. In those cases a freight company comes with goods, asks the staff from the venue to transport/unload the goods to the booth, we will unload and take it to the exhibitors booth on the expense of the exhibitor. Regardless of what has been agreed between the freight company and the exhibitor. Please write following address and marking on items to be delivered: Fair/ Your Company/ Stand number /Contact person and Number Eriksbergshallen, Sjöportsgatan 417 64 GÖTEBORG If you have machines or other materials that are weighing over 1000kg/package, or that is more than 2 meter wide and/or more than 2,5 meter high, please contact Workman Göteborg at least two weeks in advance. Help with packing of goods can be ordered, contact Workman Göteborg, phone: +46 (0)31 745 88 00 or e-mail: monterservice@goteborg.workman.se, though at latest two weeks in advance. If the goods arrive before appointed time, we cannot guarantee we are able to accept the goods. If we do accept the goods, we will take it to storage and the cost for this is at the expense of the exhibitor, the same applies if the goods are not picked up within the appointed time. <u>Unmarked goods</u> that are left at Eriksbergshallen after the official appointed moving out times and which cannot be identified will be disposed of as we have limited storage facilities. NOTE! All goods must be packed and placed on pallets or in rolling cages during appointed moving out times. This is a demand as we need to move the goods. Goods not being picked up within the appointed time will be charged per cubic meter and started week. Workman Göteborg or Quality Hotel Hotel 11 & Eriksbergshallen takes no responsibility for losses or damages on exhibitor products or items before, during or after the exhibition!
GUARD	Quality Hotel Hotel 11 & Eriksbergshallen provides with general guard coverage, <u>but takes no responsibility for exhibitor products.</u> Extra guard coverage of the stand can be ordered through Workman Göteborgs technical manager and is combined with a cost for it. Please book this at latest 2 weeks before the event is open for visitors, contact: phone: +46 (0)8 410 356 60 or e-mail: monterservice@goteborg.workman.se
HEIGHT EXPOSURE /INCREASED HEIGHT	NOTE! <u>The following rules regarding height construction do not apply to all fairs / events. Some fairs / events do not allow any kind of height construction, contact Workman Event for what applies to your event.</u> The permitted construction height in the halls is 2,5 meters, with lighting as the only exception. Tall displays include all stand structures and displays such as banners, roll-ups, signs, walls or other marketing messages that are over 2.5 meters in height. Applications for exceptions to these rules must be accompanied by dimension drawings and sent to Workman Göteborg at least 4 weeks before the event, allowance of building/exposure above 2,5 meters is combined with a cost. Send your sketches and request to: monterservice@goteborg.workman.se for approval process. Workman Göteborg and Quality Hotel Hotel 11 & Eriksbergshallen reserve the right to deny permission for late applications. Constructions higher than 2,50 meter requires anchoring to the ceiling with safety wires. If the height exposure is closer than 3,0 meter from one or more neighboring stands and is more than 4,0 meter high, a written permission will be needed from the neighboring stands. As a exhibitor you are though allowed to build up to a 4,0 meter high dividing wall, with or without exposure on it. Without permission from neighboring stands, however exposure is not allowed towards neighboring stands for a permission not to be needed. As a exhibitor you are demanded to inform your neighboring stands about your construction plans and leave the back side of the wall white and smooth, or if you agree upon a different finish with your neighboring stands.

	Responsibility for safety and construction lays entirely with the stand builders. Workman Göteborg/Quality Hotel Hotel 11 & Eriksbergshallen accept no responsibility in this regard, but have the right to require drawings, etc. concerning the structure and its design. No construction work may begin until Quality Hotel Hotel 11 & Eriksbergshallen has granted permission in writing. Workman Event/Quality Hotel Hotel 11 & Eriksbergshallen reserves the right to decide on changes/additions to the structure at the stand builder's expense, if Quality Hotel Hotel 11 & Eriksbergshallen finds this necessary for safety reasons.
HOT WORK	Hot work as welding, cutting, naked flames etc. is only allowed after special permission from The Security Officer/Centre management. Please contact: monterservice@goteborg.workman.se See separate specification for complete rules regarding fire regulations.
INTERNET	Quality Hotel Hotel 11 & Eriksbergshallen offers wired (LAN) and wireless (WIFI) Internet access. If stability and reliability is crucial, wired connection is always recommended. Kistamässan is not liable for clients' and exhibitors' computers and/or applications. Only network equipment provided by Quality Hotel Hotel 11 & Eriksbergshallen is allowed to be used. Private wireless routers, networks and other transmitting radio equipment are therefore not allowed as these may interfere with the Quality Hotel Hotel 11 & Eriksbergshallen's wireless network. Quality Hotel Hotel 11 & Eriksbergshallen reserves the right to disconnect the customer's equipment if it interferes with the in house network. Quality Hotel Hotel 11 & Eriksbergshallen may conduct scans of the network to detect unauthorized devices. The wired connection should be ordered in advance and offers high capacity and reliability. The wireless network supports 802.11b/g/n. Please note that many simultaneous connections/users may affect the speed. Address allocation is through DHCP. In case of special needs of wireless networks, Quality Hotel Hotel 11 & Eriksbergshallen can setup a customized wireless network according to pre-order. For special requirements, always consult with the technical department, Workman Göteborg: monterservice@goteborg.workman.se
MAIN ENTRANCE	NOTE! The main entrance is only open during the opening hours of the event. All other times exhibitors are asked to use the moving in gate at other times. See page 1 "Moving in".
MUSIC	Have in mind that every exhibitor is responsible for their own music that is played in the stands. If this is the case, it has to be reported and perhaps changed according to the Swedish Tone and International Music agency (STIM), Swedish Artists and Musicians Interest Organization (SAMI) and the International Federation of the Phonographic Industry (IFPI). Contact; STIM, +46 (0)200-11 03 01, licens@stim.se, SAMI, marknad@sami.se (if you're not a contract customer), kund@sami.se (if you are a contract customer).
PACKAGES	Packages arriving from freight companies are delivered to the stand as soon as possible after receiving it. If you're expecting a delivery please make sure to have the stand staffed. If the stand is unstaffed, the package will be delivered to the booth. A handling/distribution fee applies. The exhibitor takes full responsibility for all items in the stand.
PAINTING	The stand walls are white and improved with paint between exhibitions but are not newly painted for every event. If you desire a better finish we recommend you to order painting of the walls in white or any color or use other materials that will be covering existing walls.
PARKING	Parking spaces are available adjacent to the facility, fees and rules differ from event to event. Contact ola@atevent.se for further information about parking.
PILLARS	Check the drawing to see if your area contains pillars. They are marked as red/blue dots on drawings. Dimensions: approx. 50x60 cm (may vary). We would like to draw your attention to the fact that pillars may be equipped with fire extinguishers and / or water pipes. Please contact Workman Göteborg for specific information.
PLANTS	Plants are available to rent or buy. You will find our plants in our online shop: www.workman.se/shop/en/ For special requests please contact, Workman Göteborg: +46 (0)31 745 88 00 or e-mail: monterservice@goteborg.workman.se

RECYCLING IN THE HALLS	Recycling Stations: During moving in and moving out and during the exhibitions opening hours there are two recycling stations located in the halls, see hall plans. Waste shall be separated for recycling in three different containers: Wood, Recycling paper and Miscellaneous. Garbage can's: Garbage cans are located in the aisles in the halls where Paper, Miscellaneous and Bottles can be disposed.
RESTAURANT	The restaurant accepts orders for food and drinks including lunch tickets. The tickets are documents of value and the cost is charged to the ordering company. To order tickets contact: Quality Hotel 11 & Eriksbergshallen. meetings.q.11@strawberry.se For information regarding open hours in our restaurants and cafés, please contact Quality Hotel 11 & Eriksbergshallen. meetings.q.11@strawberry.se
SERVICECENTER	If you need to order any additional equipment to your stand during the moving in period you can do so at our Service Center. An additional cost of 30 (%) percent on the price will be added on orders placed later than 21 days before the first moving-in-day. Please note that we cannot guarantee that we have equipment in stock on late orders. Our Service Center staff is happy to help with enquires you may have regarding the exhibition and your stand, which are located in in the exhibition hall.
STAND	Always check the size and the equipment in your stand on arrival. If there are any discrepancies please contact our Service Center. Additional orders of equipment or services will be debited to the company ordering.
STAND WALLS	Exhibitors with open stands (open on at least three sides) are required to send in a drawing on planned wall constructions for approval by Workman Event. If the walls between the stands are longer than 4 meters, Workman Göteborg will mount support structures or extra stand walls for safety reasons. If the exhibitor want to have the safety support removed, it might be possible to replace them with for example safety wires from the ceiling, at the exhibitor's expense. Constructions higher than 2,50 meter requires anchoring from the ceiling with safety wire. The wall sections are normally 1 meter wide, 2.5 meter in height and around 34 mm thick, and are made of white painted fiberboard on a wooden frame. The stand walls cannot support heavy weights, but marketing material, boards and similar up to around 5 kg are fine. These products may be attached with small nails or screws. It is not permitted to drill holes or screw large screws into the walls. It is also not permitted to paint the walls in anything other than water-based paint (up to a gloss level of 5), or to wallpaper the walls. Where these rules are not respected, or the walls are in some other way considered to be damaged (in the judgement of Workman Göteborg and/or Quality Hotel Hotel 11 & Eriksbergshallen), the exhibitor will be charged. The exhibitor must clear the walls of staples, tape, etc. before moving out is complete. For custom made wall solutions, contact us. Drawings on wall constructions must always be sent to: monterservice@goteborg.workman.se for approval
STORAGE OF EMPTY GOODS	During this event we have limited access to storage space, so we will need to transport empty packaging to another location. This will result in higher handling costs for this. Empty goods and packaging is not allowed to store in the stand, please contact Service Center for removal and storage of the empty goods. Minimum charge is one cubic meter.
WASTE	Exhibitors are required to remove all waste from their stand and dispose of waste for recycling at stations provided. There is a charge of 630 SEK/hour for cleaning a stand and 300 SEK/cubic meter for disposal of waste separated for recycling.

WIRE/TELPHERS

Only Quality Hotel Hotel 11 & Eriksbergshallen's/ Workman Göteborgs personnel are permitted to hang wires from the designated fixtures. Drawings with measurements and weights must be submitted to Quality Hotel Hotel 11 & Eriksbergshallen for approval at least 4 weeks before the event. The stand builder/exhibitor is responsible for ensuring that these structures are safe and that they meet all the current rules and regulations. A safety mechanism must be in place for all suspended products, from trusses to lighting, signs, banners, etc. Quality Hotel Hotel 11 & Eriksbergshallen accepts no responsibility for the design and construction work, but reserves the right to decide on changes/additions to suspension points and safety arrangements, if Quality Hotel Hotel 11 & Eriksbergshallen believes this to be necessary for safety reasons. The cost of such changes will be charged to the exhibitor/stand builder.

If orders for suspension points are received too late, we cannot guarantee that they will be available. If an exhibitor/stand builder wishes to use their own mobile elevating work platform, they must apply for permission from Quality Hotel Hotel 11 & Eriksbergshallen's chief safety officer. A copy of a valid certificate for mobile elevating work platforms must be attached to the application. If permission is granted by Quality Hotel Hotel 11 & Eriksbergshallen, the exhibitor/stand builder is responsible for ensuring compliance with all the rules on the use of a mobile elevating work platform, and takes full responsibility for any accidents/damage that may occur.