

44<sup>TH</sup> CONGRESS OF THE  ESCRS

LONDON  N

11-15 SEPTEMBER 2026

Excel London - UK

# UPDATE LOG

Please see below for an overview of all updates to the Exhibitor Manual per version.

## V2

- Page 12 - Conference Video Coverage      Media Mice information added
- Page 14 - Badge Scanner                      Link to book Badge Scanners added
- Page 19 - Sustainability                      Better Stands information added
- Page 29 - Rigging                                Updated rigging deadline
- Page 33 - Exhibition Regulations          Laser & Machinery information added
- Page 33 - Exhibition Regulations          Product Sales in Exhibition added

## V3

- Page 33 - Exhibition Regulations          Product Display/Disclaimer added
- Page 36 - Stand Approval - Space Only      Link to book Badge Scanners added

## V4

- Page 12 - Satellite Symposia Guidelines      Links added
- Page 33 - Product Disclaimer/Compliance    Information updated and Codes of Conduct links added
- Page 35 - Partition Walls                      Information updated on min./max. wall height
- Page 37 - Covered Stands                      Information updated

## V5

- Page 12 - Satellite Symposia Guidelines      Links updated
- Page 16 - Catering                              Information updated/Shared contact details for orders
- Page 35-37 - Stand Approval                  Information added/updated about the Stand Approval process

## V6

- Page 32 - Stand Activities                      Information updated
- Page 38 - Stand Approval                      Information on floor structures updated
- Page 43 - General Rules & Regulations      Information updated

# WELCOME

Welcome to the Technical Exhibitor Manual of the ESCRS 2026 Congress which will be held from 11 - 15 September, 2026 in London, United Kingdom.

EA Exhibitions is appointed as the official Exhibition Contractor by the European Society of Cataract and Refractive Surgeons (ESCRS) and its official PCO, MCI Suisse SA.

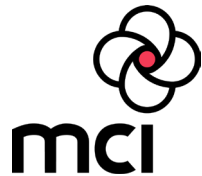
The manual can be downloaded in PDF format from downloads, in your dashboard on <https://live.toddo.com/event/ESCRS44>

## PROFESSIONAL CONGRESS ORGANISER

### MCI Suisse SA

Rue du Pré-Bouvier 9  
1242 Satigny  
Switzerland

[escrs.sponex@mci-group.com](mailto:escrs.sponex@mci-group.com)



## EXHIBITION CONTRACTOR

### EA Exhibitions

Zekeringstraat 36B  
1014 BS Amsterdam  
The Netherlands

T: +31 20 26 23 272

[escrs@eaexhibitions.com](mailto:escrs@eaexhibitions.com)



# IMPORTANT INFORMATION

## General

- Rigging needs to be requested before [17 JULY, 2026](#). Requests received after this date cannot be processed anymore.
- Two weeks before build-up, you receive an email with information how to create your build-up badge.
- The electrical supply will be shut off at 18:00 on [15 SEPTEMBER, 2026](#) for safety reasons.
- Electricity will be supplied via floor ducts and will **not** be supplied via the ceiling.
- Please include your stand number and Company name in all communications and orders.
- In accordance with venue requirements, deadlines for grid submissions, stand design approvals, and rigging forms are fixed and must be strictly adhered to.
- No elements, including stabilising feet or back bracing, are permitted outside the allocated square metres of your stand.

## Space only

- Maximum construction height of the stands in exhibition hall is [4 METERS](#)
- Maximum Rigging Height: [7 METERS TOP OF TRUSS](#)
- The deadline for submitting your stand approval is [3 JULY, 2026](#).
- Risk assessments and Health & Safety forms are required for all stand designs.

## On-site

- All empties must be removed from the exhibition on [10 SEPTEMBER, BEFORE 20:00](#).
- Emergency aisles must be empty during the build-up and breakdown.
- To carry out work inside the Excel, and to access the halls during build-up, the personal protective equipment (PPE) is needed for everyone.

## Orders

- Orders will only be processed after receiving the payment. If we do not receive the payment prior to event, stand items will not be installed when build-up starts. Any non-receipt of payment is not considered a cancellation.
- All cancellations must be submitted in writing. Cancellation of orders are entitled to a refund in the following way:
  - 100% refund until 6 weeks prior to start date of the event (25 July 2026) (minus €145 administration costs)
  - 0% refund from 6 weeks to the start of the event (26 July 2026).
- Please take note that any on-site complaint should be sent within 48hrs from the service supplied. Otherwise it will not be taken into consideration and no refunds will be made.
- Re-issuing the invoice to a different billing address is subject to administrative fee of €145 which will be included in the new invoice.
- All changes to confirmed invoices will have an administration fee of €145

# CONTENT



# GENERAL INFORMATION

## LOCATION

Excel London  
Royal Victoria Dock, 1 Western Gateway,  
London E16 1XL  
United Kingdom

You can find your way to the congress center via: [link](#)

Drop-offs and pick-ups are at the west taxi rank only, post code E16 1XL. You can find the map [here](#).

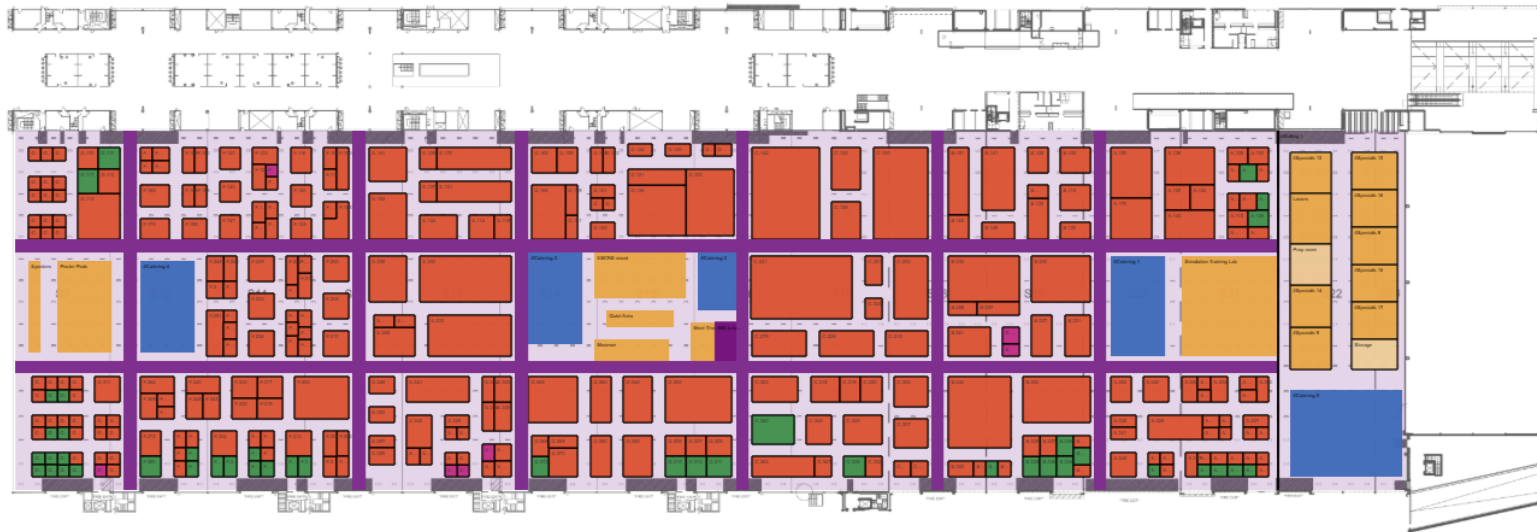
The exhibition of the ESCRS 2026 will be held in part of the south hall, S9 - S21

## FLOORPLAN

See up to date exhibition floorplan in Toddo: <https://live.toddo.com/event/ESCRS44>

Emergency aisles must be empty during build-up and breakdown at all times as officially confirmed by the fire and safety department. Obstructing the aisles will result in the removal of all materials.

The purple aisles are the emergency aisles, which have to free at all times.





## CONTACT LIST

COMPANY	EMAIL
<b>EA Exhibitions</b> Exhibitor stands Exhibitor products & services On-site exhibitor service desk Construction badges	<a href="mailto:escrs@eaexhibitions.com">escrs@eaexhibitions.com</a>
<b>MCI Suisse SA</b> Exhibition & Sponsorship General enquiries Registration Badge scanners Hotels	<a href="mailto:escrs.sponex@mci-group.com">escrs.sponex@mci-group.com</a> <a href="mailto:escrs.conf@mci-group.com">escrs.conf@mci-group.com</a> <a href="mailto:escrs.reghot@mci-group.com">escrs.reghot@mci-group.com</a> <a href="mailto:badgereader@wearemci.com">badgereader@wearemci.com</a> <a href="mailto:escrs.reghot@mci-group.com">escrs.reghot@mci-group.com</a>
<b>Excel Catering</b> Stand Catering Symposium & Meeting Room Catering	<a href="mailto:sales@excelhospitality.london">sales@excelhospitality.london</a>
<b>GBH Exhibition Forwarding Ltd</b> Freight forwarding & handling Lorry parking	<a href="mailto:escrs@gbhforwarding.com">escrs@gbhforwarding.com</a>
<b>M-Events</b> Audio-visual equipment - symposia Stand audioguide equipment (Headsets and "Meet the Experts" Equipment)	<a href="mailto:industry@m-events.com">industry@m-events.com</a>
<b>TBC</b> Local transportation Local restaurants Local guides Social activities & entertainment Photographers	<a href="#">TBC</a>

## TIME TABLE - SPACE ONLY STANDS

BUILD-UP AND DISMANTLING HOURS	DAY	DATE	TIME
Early build-up (advanced booking only)	Tuesday	8 September 2026	08:00 - 22:00
Move - in / construction space only stands	Wednesday Thursday	9 September 2026 10 September 2026	08:00 - 22:00 08:00 - 20:00*
*ALL EMPTIES MUST BE REMOVED FROM THE EXHIBITION BEFORE 20:00!			
Finalisation on stand only Please note; one hour only on Friday	Thursday Friday	10 September 2026 11 September 2026	20:00 - 22:00** 08:00 - 09:00
**NO ACTUAL CONSTRUCTION INCLUDING: PAINTING, SAWING, DRILLING, FLIGHTCASES OR ANYTHING ELSE THAT REQUIRES TOOLS!			
Dismantling - packing	Monday	14 September 2026	19:00 - 22:00
Dismantling	Tuesday	15 September 2026	08:00 - 22:00
VEHICLE MOVEMENT NEAR THE VENUE IS STRICTLY PROHIBITED AFTER 23:00 HRS			

EXHIBITION OFFICIAL OPENING HOURS	DAY	DATE	TIME
Exhibition official opening hours	Friday	11 September 2026	10:00 - 17:00
Exhibition official opening hours	Saturday	12 September 2026	09:00 - 17:00
Exhibition official opening hours	Sunday	13 September 2026	09:00 - 17:00
Exhibition official opening hours	Monday	14 September 2026	09:00 - 17:00

Check the next page for Build-Up and Dismantling Hours for stands from EA Exhibitions

## TIME TABLE - STANDS FROM EA EXHIBITIONS

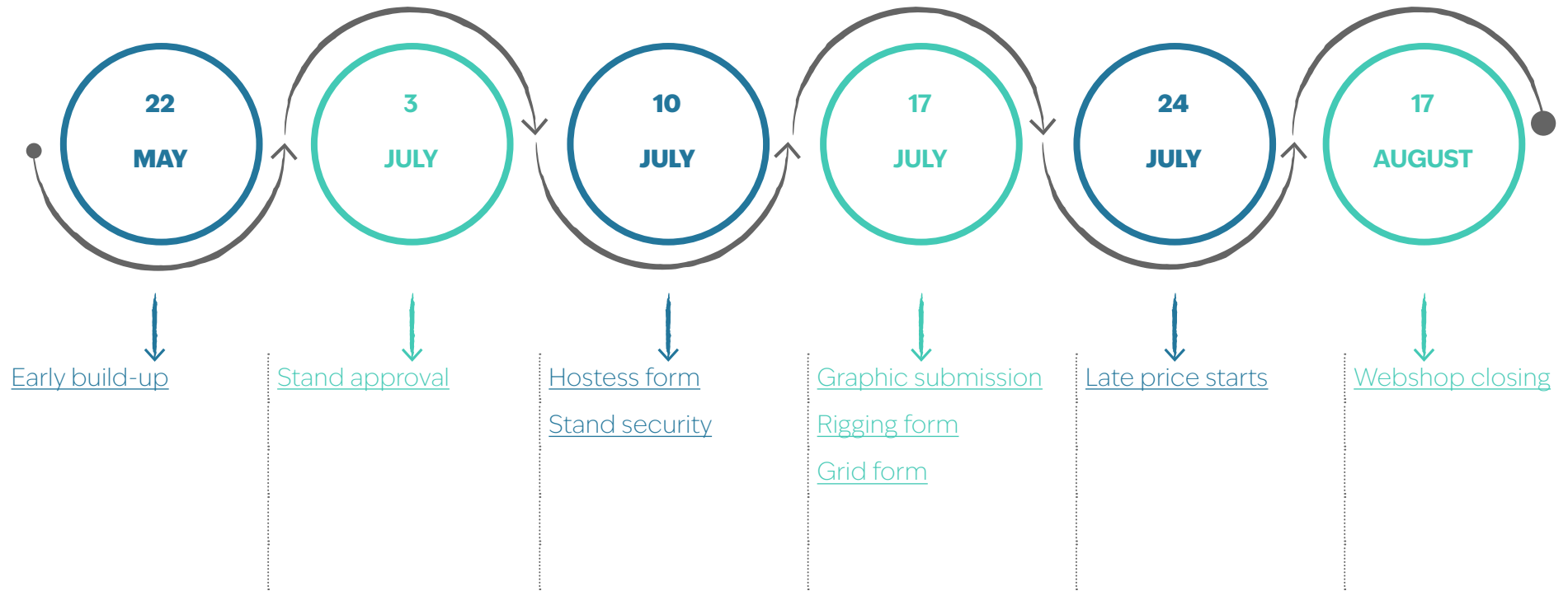
BUILD-UP AND DISMANTLING HOURS	DAY	DATE	TIME
Move - in exhibitors with a stand from EA Exhibitions This includes: - Customs stands - Basic-, Deluxe- and Premium Stand Packages	Thursday	10 September 2026	12:00 - 20:00*
*ALL EMPTIES MUST BE REMOVED FROM THE EXHIBITION BEFORE 20:00!			
Finalisation on stand only Please note; one hour only on Friday	Thursday	10 September 2026	20:00 - 22:00**
	Friday	11 September 2026	08:00 - 09:00
**NO ACTUAL CONSTRUCTION INCLUDING: PAINTING, SAWING, DRILLING, FLIGHTCASES OR ANYTHING ELSE THAT REQUIRES TOOLS!			
Dismantling - packing	Monday	14 September 2026	19:00 - 22:00
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# DEADLINES

Submit online here your requests and registrations on time.



Click each topic to access online forms

## COMPANY PROFILE & LOGO

To appear as a confirmed sponsor/exhibitor on the ESCRS 2026 website, congress app and printed pocket programme, make sure to complete the according form, which will be shared soon. Past the deadline, the PCO cannot guarantee that it will appear in the congress app. Processing a submission may take up to 5 working days.

## AV SYMPOSIUM ORDER CATALOGUE

The official contractor for audiovisual equipment for Satellite Symposia is M-events. Their brochure can be found under 'Downloads' in the Exhibitor Portal.

For any specific questions you may reach out to M-Events via: [industry@m-events.com](mailto:industry@m-events.com)

## AUDIO GUIDE EQUIPMENT - HEADSETS

M-Events is the official provider of headsets and Audioguide Equipment to help you organise talks and "Meet the Experts" sessions on your booth.

For any specific questions you may reach out to M-Events via: [industry@m-events.com](mailto:industry@m-events.com).

When using headsets or presentation tools, please note that everyone will need to request to MCI ([escrs.sponex@mci-group.com](mailto:escrs.sponex@mci-group.com)) which frequency they are able to use. This is to avoid any disturbance of the sessions and your presentations.

## LOCAL CONGRESS PARTNER

The Local Congress Partner will be selected for on-site ground services. Their team will be delighted to share their local contacts with you and help you book the following services:

- Local transportation
- Local restaurants
- Local guides
- Social activities & entertainment
- Photographers
- Printings

We will share contact details [SOON](#).

## USE OF ESCRS CONGRESS LOGO

Should you wish to make use of the 44th congress of the ESCRS logo, this will need to be reviewed by the ESCRS Sponsorship & Exhibition secretariat first. Please refer to the Promotional Toolkit available on the website [here](#).

Such requests can be sent to [escrs.sponex@mci-group.com](mailto:escrs.sponex@mci-group.com) for review.

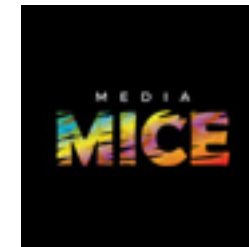
## SATELLITE SYMPOSIA GUIDELINES

The Satellite Symposia programs must be submitted to [escrs.sponex@mci-group.com](mailto:escrs.sponex@mci-group.com)

- Please click [here](#) for Satellite Symposia Guidelines
- Please submit the Symposia programme template which can be found under 'Downloads' and [here](#).
- The Satellite and Meetings F&B order form for Catering can be found under 'Downloads'.
- For audiovisual equipment for Satellite Symposia you can find the brochure for M-Events [here](#).
- The instructions for Q&A Moderator Functionality can be downloaded [here](#).
- The template for the evaluation form for Industry sponsored sessions can be downloaded [here](#).
- The instructions for the interactive Voting system during Industry sessions can be downloaded [here](#).
- The template for the voting for industry symposia can be downloaded [here](#).
- Please click [here](#) for ESCRS 2026 London Room Book

## CONFERENCE VIDEO COVERAGE

Media MICE is a Digital Media Partner of ESCRS and the preferred vendor for video coverage. For any questions or pricing, please contact [sales@mediamice.com](mailto:sales@mediamice.com).



# EXHIBITOR INFORMATION

## WORKING PERMITS FOR TEMPORARY EVENTS IN ENGLAND

England has more complex and stringent requirements for in-coming workers that will be working in the country and these apply to many people working on congresses. Please make sure you check this accordingly.

More information about the rules can be found [here](#).

## EXHIBITOR BADGE ALLOCATION

All delegates, exhibitors and sponsored sessions organizers will receive a personal badge to access the ESCRS 2026 Congress. It is mandatory to wear your name badge at all times while inside the Congress Center. Delegates not wearing their name badge will not have access to the Halls.

You are entitled to three (3) free Exhibitor badges for your first 9sqm exhibition space booked. You get one (1) additional badge for each additional full 9sqm thereafter.

## ADDITIONAL EXHIBITOR BADGES

Additional badges can be order via the Congress Secretariat: [escrs.reghot@mci-group.com](mailto:escrs.reghot@mci-group.com)

### EXHIBITOR BADGE PICK UP

Badges can be picked up at the registration area. The registration area is located on the first floor by the main entrance of the building.

## BADGE SCANNER

You can book the badge scanners via [this link](#).

For any questions about the badge scanners, please contact MCI Suisse SA via [badgereader@wearemci.com](mailto:badgereader@wearemci.com).

## EXHIBITORS PARTICIPATION IN SESSIONS

Participants with Exhibitor badges will not be permitted to attend scientific sessions, except for their own company Satellite Symposia. Exhibitors interested in attending a scientific session must register as regular congress participants by contacting [escrs.reghot@mci-group.com](mailto:escrs.reghot@mci-group.com).



## REGISTRATION DESK OPENING HOURS

DAY DATE	TIME
Thursday 10 September 2026	09:00 - 18:00
Friday 11 September 2026	06:45 - 20:00
Saturday 12 September 2026	07:30 - 19:30
Sunday 13 September 2026	07:30 - 20:00
Monday 14 September 2026	07:30 - 19:30
Tuesday 15 September 2026	08:00 - 15:00

\*Opening hours still subject to change



# BUILD-UP AND DISMANTLING

## Rules & regulations

- **8 SEPTEMBER, 2026** will be used as an early build-up day and can only be booked in advance. This service is only available to exhibitors with stands of 80sqm or larger and will be an additional charge. Early build-up needs to be booked via [escrs@eaexhibitions.com](mailto:escrs@eaexhibitions.com). This will be considered a first-come, first-served service. Time slots cannot be guaranteed and are based upon availability. Please be aware that booths located in S9-S11 have limitations for this service.
- Early dismantling is expressly prohibited. All exhibits, displays, stand fittings, and materials must be removed from the premises by the time and date stated by the organisers. Removal of exhibits and dismantling may not commence until after the official closing time of the congress.
- Emergency aisles must be empty during build-up and breakdown at **all times** as officially confirmed by **the fire and safety department**. Obstructing the aisles will result in removing all materials.

## Contractor passes & access

Each individual staff member that requires access to the venue during official build-up and dismantling hours must present a copy of this pass template; duly completed with full name, National ID or passport, company name and signature. The badge can be found [here](#).

Note:

- Access on 8 September, 2026 (early build-up day) will be granted only to stand builders working on behalf of companies that have booked the early build-up service.
- Contractor passes do not grant the bearers access to the congress centre outside of the official build-up and dismantling hours.
- Those contractors that require access to the exhibition hall on congress days, from 08:00 to 09:00 to help with the booth setup, should go onsite to the exhibitors desk, on Thursday before opening, and ask for a coloured wristband.

## IMPORTANT - PPE

To carry out inside of Excel, the personal protective equipment (PPE) needed for the activity to be carried out in each work position must always be used. For further information on PPE please go to the page title 'Health and Safety PPE'.



## CATERING

Exhibitors are not permitted to use external catering suppliers. A fine may be imposed if it is discovered that your items were not ordered through the official company. Selling any type of catering is prohibited and hard liquor is not allowed before 11:00am.

All catering offers must be ordered from the Excel Hospitality. You can find all information under 'Downloads' in the Exhibitor Portal. Please contact [sales@excelhospitality.london](mailto:sales@excelhospitality.london) if you have any questions.

All organic waste on your stand must be disposed of in food waste containers, which you can arrange with Excel Hospitality.

No red meat may be served during the ESCRS Congress.



## FREIGHT FORWARDING & ON-SITE HANDLING

GBH Exhibition Forwarding has been appointed as the sole forwarding agent and on-site handling contractor for the exhibition. It is the only company allowed to carry out lifting, off-loading and any means of on-site handling involving mechanical equipment, i.e. fork-lift trucks or cranes. All offloading or unloading from/to vehicles, deliveries to/from a stand or any other on-site handling will be charged and invoiced directly to the exhibitor (or stand contractor) by the sole forwarding agent.

The time frames, location and space near the exhibition halls are limited during build-up and dismantling. Therefore GBH will operate with timeslots for (un)loading complete vehicles. A timeslot will be provided after you made a booking with GBH. All vehicles arriving at the venue for the delivery and collection of exhibits or stand fittings must report to GBH.

GBH is also responsible for all custom formalities for this event. For instructions please see their shipping manual [here](#).

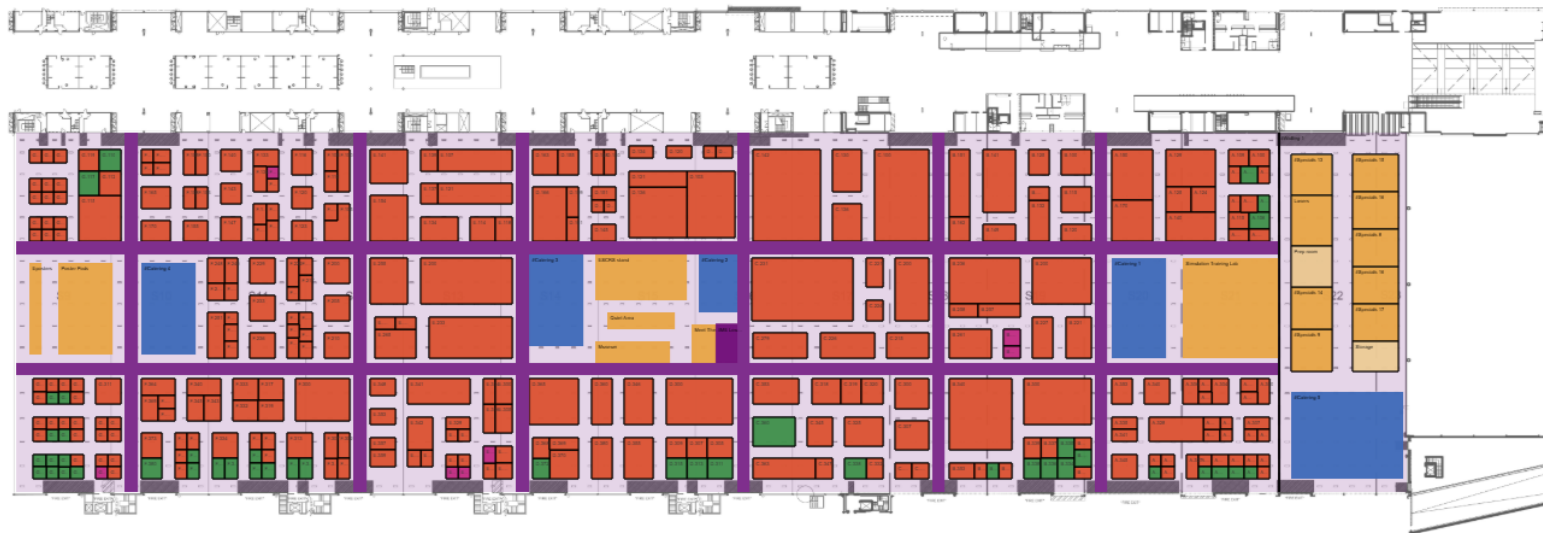
### GBH Exhibition Forwarding

10 Orgreave Dr  
Sheffield S13 9NR  
United Kingdom  
T. +44 114 269 0641  
Email: [escrs@gbhforwarding.com](mailto:escrs@gbhforwarding.com)  
W: [www.gbhforwarding.com](http://www.gbhforwarding.com)

**GBH**  
EXHIBITION FORWARDING

# HALL INFORMATION

1. The minimum building height for the exhibition is 2.50m. Maximum construction height of the stands is 4 meter.
2. The maximum floor load in the exhibition is: 1800kg per sqm
3. Any exhibit exceeding this limit will require special handling to distribute the load. Exhibitors are responsible for notifying EA Exhibitions of any potential weight concerns.
4. The maximum rigging weight is 250kg per point
5. There are several utility channels in the hall. Electricity, internet and water will be connected to the closest, most beneficial channel (duct).
6. No elements, including stabilising feet or back bracing, are permitted outside the allocated square metres of your stand.





## MEETING ROOMS

There are a limited number of meeting rooms available for rent at the venue during ESCRS 2026, these will be booked on a first-come-first-served basis. You will find the meeting Rooms rental guidelines on the congress website and under the "[Download](#)" section of the ESCRS 2026 Exhibitor Portal.

All booking requests must be sent to [escrs.sponex@mci-group.com](mailto:escrs.sponex@mci-group.com). Please note that room rental is available for minimum 1 full day – no hourly or half day rental available.

For extra meeting rooms requests such as furniture, AV or green decoration, please contact: [escrs@eaexhibitions.com](mailto:escrs@eaexhibitions.com).

The Meeting Room offer for Catering can be found under 'Downloads' in the Exhibitor Portal, and [here](#).



## Sustainability Approach

Sustainability is a core priority for ESCRS and is embedded in the planning and delivery of the ESCRS Congress 2026 through the Mission Zero sustainability strategy, which focuses on four key pillars: Inspire Action, Towards Zero Waste, Towards Zero Emissions, and Social Responsibility. Through collaboration with partners, suppliers and exhibitors, ESCRS continues to reduce the environmental impact of the Congress while promoting responsible and forward-thinking event practices across the exhibition.

As part of this commitment, we launch the Better Stands Programme at the ESCRS Congress 2026, encouraging selected exhibitors to evaluate their current practises.

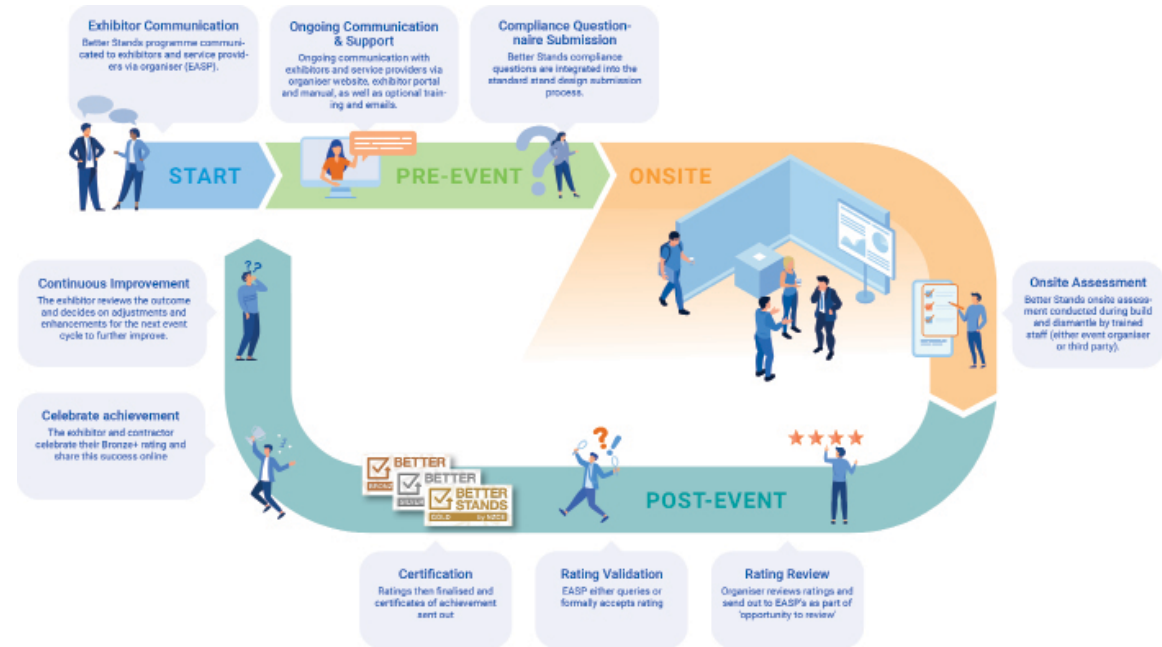
The website can be found [here](#)

## What is Better Stands?

Better Stands is a global initiative developed by the exhibitions and events industry to promote the transition from disposable exhibition stands to reusable stand construction.

The programme is based on a simple 10-point framework that helps organisers, venues, exhibitors and service providers reduce exhibition waste and adopt more sustainable stand practices. Through this framework, the industry works together to recognise and celebrate exhibitors who design and build stands using reusable solutions.

Today, hundreds of events around the world participate in the programme, with a growing network of organisers, venues, service providers and accredited assessors supporting the implementation of the Better Stands framework.



## Benefits for Exhibitors and Service Providers

Participating in the Better Stands Programme allows exhibitors to demonstrate their commitment to sustainability while contributing to the broader environmental ambitions of the ESCRS Congress 2026.

Exhibitors and Service Providers taking part in the programme will benefit from:

- An in-depth on-site stand evaluation conducted by an accredited Better Stands Assessor, providing insights that can support future stand improvements or highlight and celebrate existing sustainable practices
- Receiving the official Better Stands certification, recognising the sustainability performance of their exhibition stand
- A valuable communication tool to showcase their organisation's environmental commitment to visitors, partners and industry peers
- Recognition within a global industry initiative promoting reusable exhibition stands

## Scope of at the ESCRS Congress 2026

At the ESCRS Congress 2026, the Better Stands Programme is introduced as a pilot initiative focusing on the largest custom-built exhibition stands.

**Participating exhibitors are not required to change their current stand construction practices as part of this initiative. The aim of the programme is to understand current approaches, establish a baseline for future progress and provide participating exhibitors with insights that can support their sustainability journey in future editions of the Congress.**

The programme applies to:

- Custom-built stands above 100 m<sup>2</sup>\*, shortlisted through the exhibition space allocation process.
- The exhibitors and their stand contractors responsible for the stand design and construction
- Participating exhibitors will be contacted prior to the Congress by Milda Salciute, Sustainability Consultant for ESCRS and an accredited Better Stands Assessor, who will provide further information and guidance.

The programme will include:

- preparation and information sharing prior to the congress
- an on-site assessment of the stand during the exhibition
- follow-up communication and validation of the stand rating
- the issuance of the official Better Stands certification

\*If your stand at ESCRS Congress 2026 is below 100 m<sup>2</sup> and you would still like to participate, please do let us know and we will do our best to accommodate your request.

## EXHIBITOR SERVICES PROVIDED BY EA EXHIBITIONS

The following exhibitor services can be ordered in the web shop <https://live.todddoo.com/event/ESCRS44>

Audio-Visual equipment	Graphics
Catering	Hostess & Security
Cleaning and Waste removal	Internet & Wi-Fi
Electricity	Lighting
Floor covering	Shell scheme packages, modular and custom stands
Furniture	Suspension Wires / Rigging

An exhibitors service desk operated by EA Exhibitions will in the exhibition halls during the entire duration of build-up, dismantling and event.



### CLEANING AND WASTE DISPOSAL

The organizers will arrange daily cleaning of the aisles outside the exhibition's opening hours. However, responsibility for cleaning individual exhibits rests with the exhibitor.

During the build-up and dismantling periods, the exhibitor and/or their stand contractor is responsible for removing any waste. It is mandatory to take care of your own waste. Any materials left behind in the stand or exhibition hall after these periods will result in a fine, which will be charged directly to the exhibitor.

For your convenience, waste removal services (e.g., for, plastic, paper, or mixed waste) can be ordered through our web shop. To avoid higher on-site fees, this service must be purchased before the shop's closing deadline.



# ELECTRICITY

## GENERAL

- Shell scheme stands (via EA Exhibitions): A main connection and power socket with **EU** Schuko plug is included (1kW)  
Note that there will be an electrical switchboard in each stand!
- Space only stands: **NO electricity included.**
- The electricity distribution point **MUST BE** accessible via hatch.
- Please note that an electrical order is considered complete **ONLY** when accompanied by a corresponding grid form.
- All electrical connections need to be **TESTED** by a UK Certified Electrician. This additional charge will be added in the price for your main power connection.
- Build-up/ breakdown power must be ordered if required.
- Distribution boards are not offered in our webshop for this edition due to unavailability from our electrical supplier.

## TYPES OF ELECTRICITY IN SHOP

- Build-up/ breakdown power
- Main power cable connection (distribute power with own distribution board). This item includes a testing and admin fee.  
The testing and admin fee charge is per booth. It is your own responsibility to order the correct item.
- Main power with plugs (UK or EU)

## IMPORTANT

- Power will be distributed by the venue from the floor ducts. Based on the grid form submitted, the installation team will always work from the closest available duct to the point indicated. In addition, Excel install the service provision only, cable management is not included. Running cables to the required locations on the stand, including through any raised floors, remains the responsibility of the stand builder.
- Please ensure the orientation of your stand is included in the gridform, without the correct orientation details, service can't be installed as planned.
- Please note that in our webshop you can select the UK or EU plug for power sockets.
- If the stand installation does not meet the set requirements, it cannot be connected to the power grid within the venue. These requirements must be complied before power can be supplied to your stand. The electrical installation on your stand must comply with the standard BS 7671 and BS 7909 on operation of electrical installations.
- For safety reasons, connections to existing utilities may only be performed by the venue or its authorised service partners.
- The electrical supply will be switched off during dismantling. For safety and fire protection reasons it is necessary that all devices that consume electricity be switched off at the end of every event day when leaving the stand.
- Please take the location of the floor ducts in consideration when creating your electrical plan to avoid the taping of cables in the main aisles.
- The electrical supply will be shut off at 18:00 on **15 SEPTEMBER, 2026** for safety reasons

**Grid form/electrical plan:** Indicate on the grid [form](#) your preferred location of your electricity connections. Include your stand orientation and exact measurements to each outlet. Changing the location of the electrical connection to a different location than stated in the grid form, will come with an additional charge.

Deadline to submit your grid form: **17 JULY, 2026**. Grid form submitted after this date will be subject to an additional charge.

## HEALTH, SAFETY & PPE

- Exhibitors are responsible for ensuring that all activities are carried out with respect for fire safety and fire-prevention regulations.
- All exits and exit aisles must be kept clear and unobstructed. No furniture, signs, chairs or displays may protrude into aisles. Please note these aisles represent escape routes in the event of an emergency.
- Fire, hose cabinets, fire extinguishers, or any other fire safety equipment must not be hidden, obstructed or otherwise made inaccessible.
- Under the CDM (Construction, Design and Management) Regulations, anyone appointing a designer or contractor to carry out work on an exhibition project must take reasonable steps to satisfy themselves that the designer or contractor has the skills, knowledge and experience, and, if they are an organisation, the organisational capability, necessary to fulfil the role that they are appointed to undertake, in a manner that secures the health and safety of any person affected by the project.
- For guidance on managing contractors, look at using [INDG368 Using contractors: A brief guide](#) and [INDG411: A short guide for clients on the Construction \(Design and Management\) Regulations 2015](#)
- Storing empty packaging on the stand or behind the stand in separate areas is strictly prohibited. These must be stored outside or in the approved storage compartments or containers.
- To carry out work inside the Excel, the personal protective equipment (PPE) is needed to access the halls and to carry out your activities.
- Workers and Contractors must provide the required PPE for their respective crews.
- Workers will previously have been informed about the activity and the occasions when each PPE must be used, as well as about the hazards they are to be protected against. They will have been given theoretical and practical training in the use of the equipment by their respective company.
- Work clothing must be worn correctly fastened, not too loose and undamaged to prevent it getting caught. Clothing, which is stained with grease, oil, solvents, etc. must not be worn while working.
- During construction work, workers must wear safety footwear and protective gloves appropriately.
- Whenever there is the risk of falling items, materials, etc., or of contact with suspended equipment, a protective helmet must be used.
- Fall prevention systems will be used for access to and while any work is being carried out at a height of more than 2 meters which is not completely protected by means of collective protection systems (handrails, harnesses, nets, etc.).
- To carry out any work that might involve the risk of inhaling dust, fumes, vapor or any other harmful substances, workers must use the appropriate mask, faceguard, filters or breathing equipment.
- Safety glasses or goggles and hearing protection must also be used for work when so required.



## HOSTESSES

We offer two types of hostesses for the exhibition stand, satellites and meeting rooms:

- Hostess: to assist with welcoming, reception, tidying, re-stocking materials, light hospitality, general on-site assistance.
- Engager: more proactive role who can assist with proactive engagement, lead generation, assist with stand activities/creating a buzz around the activities, help with surveys etc., and general on-site assistance.

Hostesses can be booked for several time slots, with a minimum booking of 4 hours.

The quotation will include a stand badge for the hostess.

To request a quotation, [click here](#) to find the online form and submit to [escrs@eaexhibitions.com](mailto:escrs@eaexhibitions.com).



## STAND SECURITY

Although every reasonable security precaution is taken throughout the build-up, open period and dismantling, show management cannot be held responsible for any loss, damage or accident which may occur to any exhibitors (or their contractors) property or personnel.

We strongly recommend that any small or attractive items are kept under constant supervision and removed each evening and that suitable insurance cover is arranged for your stand.

You can order stand security to secure your valuable items - during build-up, show days and dismantling via this [link](#).



## INTERNET AND WI-FI

A general unsupported visitor Wi-Fi network will be available in all public areas during the entire duration of the event.

All exhibitors requiring an internet service are strongly advised to purchase this directly through the portal. If you are planning on demonstrating online services and require a strong stable service we advise a fixed network.

According to the Wireless Policy established by the venue, exhibitors are **NOT ALLOWED TO INSTALL OR OPERATE WIRELESS ROUTERS**, and all exhibitors are required to comply with it. This will interfere with the venue's own network.

Please note, that orders for Wired internet are only considered complete when accompanied by a grid [form](#). Deadline for grid forms is **17 JULY, 2026**.

## STAND PACKAGES

### Basic shell scheme

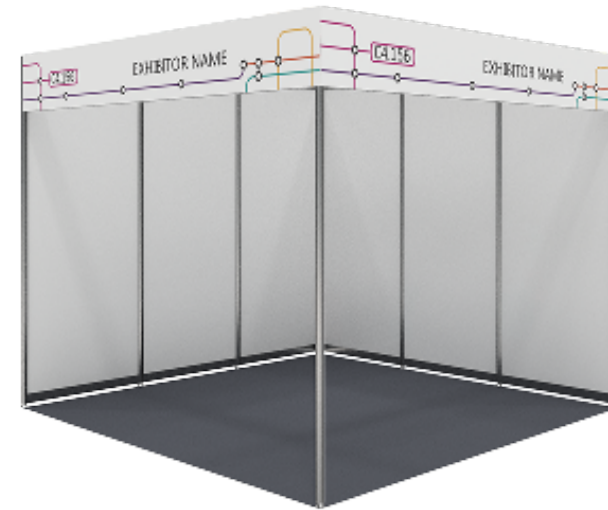
Spaces are booked as raw space only. All stands must have at least partition walls and floor covering. We offer various stand packages. You can order your stand package in the web shop.

#### A basic shell scheme package can be ordered up to 24sqm.

The package includes:

- Shell scheme construction
- Fascia with company name and stand number (max 20 characters)
- Sustainable carpet (Grey)
- Spotlight (1 unit every 3 sqm)
- Electrical switchboard 1kW with 4way **EU** multiplug
- Initial and daily stand cleaning
- Waste bin

It is also possible to purchase the shell scheme without a fascia



Additional items such as furniture, fascia logo's, plants and printed walls can be ordered in our web shop! We offer a wide variety of items and branding options that can enhance the look & feel of your standard stand package.

Please remove all stand materials and adhesive residues from your stand during dismantling hours. Failure to do so will result in charges, for which the exhibitor will be solely responsible.

Please note that, depending on the location of the nearest electrical source, a distribution box may be mounted on your shell scheme wall.

## STAND PACKAGES

### Premium stand

This is a package that includes a modular system. We offer three different premium packages. Premium A, B, and C. The price depends on stand type and size. A surcharge will apply when different furniture is requested. The deadline to order a Premium package is [10 JULY 2026](#).

#### The premium A package includes:

- Aluivision covered with printed banner(s)
- Sustainable carpet (Grey)
- Counter with logo
- One bar stool
- Round table
- Three chairs
- Spotlights
- Electrical connection 1kW with 4way **EU** multiplug
- Waste bin
- Initial and daily stand cleaning

The graphic specifications can be found [here](#).

Premium A



\*visuals is for illustration purpose

Exhibitors with a stand package provided by EA Exhibitions have access to the exhibition to decorate the stand on:

- **Thursday 11 September, 2026**                      **12:00 - 22:00\***
- **Friday 12 September, 2026**                      **08:00 - 09:00**

**\*ALL EMPTIES MUST BE REMOVED FROM THE EXHIBITION BEFORE 20:00 AND PPE IS REQUIRED**

Kindly note that it is not allowed to deliver any items at your stand before this time.

Please note that, depending on the location of the nearest electrical source, a distribution box may be mounted on your wall.



## STAND PACKAGES

### Premium stand

#### The premium B package includes:

- Aluvision covered with printed banner(s)
- Eye catcher
- Sustainable carpet (grey)
- Counter with logo
- One bar stool
- Round table
- Three chairs
- Spotlights
- Electrical connection 1kW with 4way **EU** multiplug
- Waste bin
- Initial and daily stand cleaning

The graphic specifications can be found [here](#).

Premium B package



\*visual is for illustration purpose

#### The premium C package includes:

- Aluvision covered with printed banner(s)
- Eye catcher
- Storage
- Sustainable carpet (grey)
- Counter with logo
- One bar stool
- Round table
- Three chairs
- Spotlights
- Electrical connection 1kW with 4way **EU** multiplug
- Waste bin
- Initial and daily stand cleaning

The graphic specifications can be found [here](#).

Premium C package



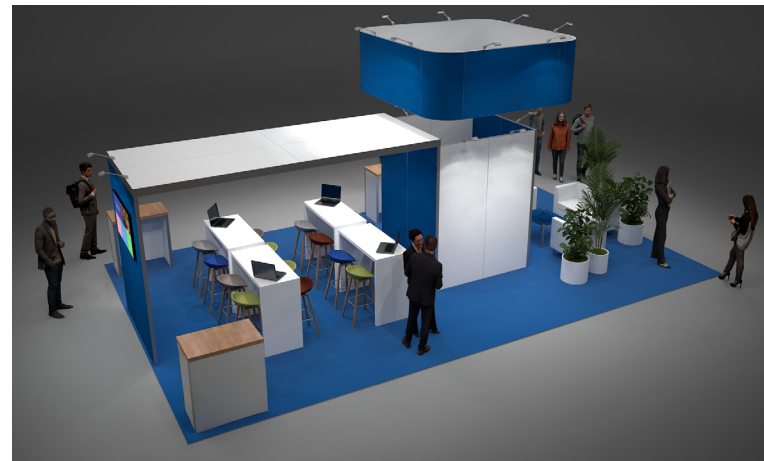
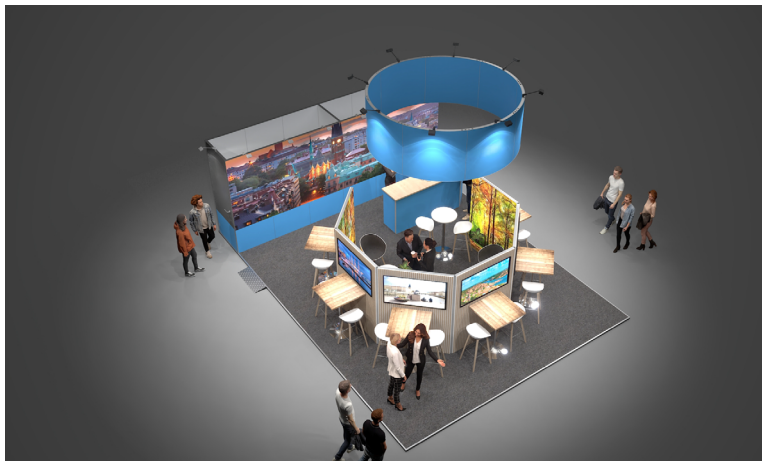
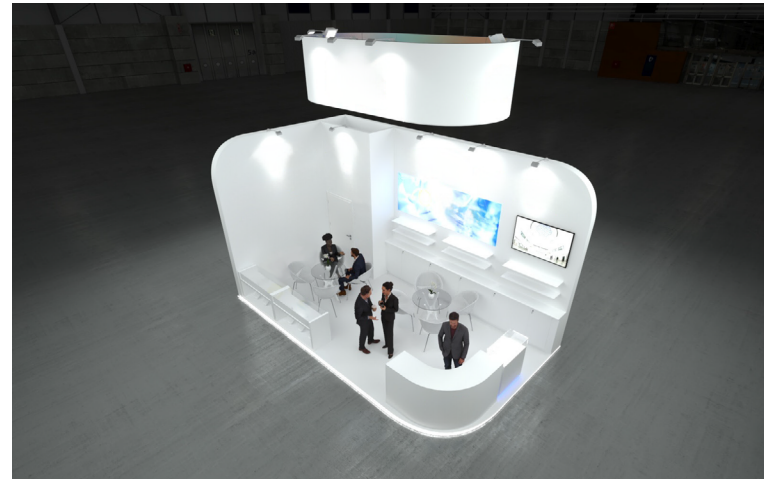
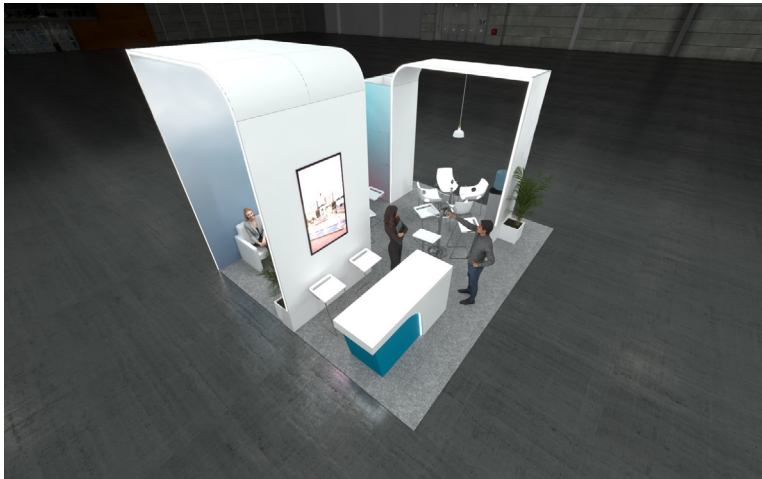
\*visuals is for illustration purpose

# CUSTOMS STAND DESIGNS

Would you be interested in captivating the attention of all attendees at your exhibition stand? We can help you to transform your ideas into an unforgettable design!

Fill in the online [form](#) and find out what we can create for you. Together with our local supplier, we aim to design a personalised, beautiful and sustainable alternative for your company which will contribute to realise all your goals during ESCRS 2026. The size of the stand does not matter; from 9 sqm to large exhibits, we are more than happy to submit a proposal!

Contact [escrs@eaexhibitions.com](mailto:escrs@eaexhibitions.com) for more information or a personalised quotation. Deadline for requests: **16 JUNE, 2026**.





The general supply points for water and drainage will be provided and connected by the venue. The connection will be connected to the nearest supply point of one of the utility channels in the floor. If your stand has a raised platform, the water pipe will be laid underneath. Please make sure that the connection can be easily accessed! The Water hose is 1/2 inch and the drain pipe is 1.5 inch.

The Piped Services Team will pull the pipes before build-up commences. Pipes may be temporarily left inside the duct to protect them from potential damage caused by forklifts or lorries.

Any additional activities or rentals on-site will be charged directly to the exhibitor.

Water connections ordered are only considered complete when accompanied by a grid [form](#) indicating the location of the connection.



All exhibitors who require gas at their stand must request this to [escrs@eaexhibitions.com](mailto:escrs@eaexhibitions.com). It is not guaranteed that this service can be provided.

# EXHIBITION REGULATIONS

## COMPANY NETWORKING EVENTS

Social networking is an important part of the congress itself. It creates the opportunity for participants to meet outside of the busy scientific programme of the congress. Such events should take place outside of the official programme hours and are subject to approval of ESCRS - please send any requests to [escrs.sponex@mci-group.com](mailto:escrs.sponex@mci-group.com).

Transportation to networking events must not depart until the end of the official programme hours. All organisational & financial matters pertaining to non-official ESCRS networking events are the responsibility of the participating company in charge of the networking event.

## INDUSTRY COMPANY MEETING & EVENTS

It is strictly forbidden to hold company meetings and company events outside the congress venue during the official congress programme times. Non-compliance may affect the companies' participation at future ESCRS meetings. Company meetings can be held at the congress venue subject to available meeting spaces and their capacities.

## PRODUCT DISPLAY

All products displayed during the exhibition should be approved under the European Medical Device Directives and should display the Certificate of Compliance CE (CCE Certificate of Conformity) mark. Products which have not been assessed under these Directives, or are currently undergoing assessment, must be clearly identified as not being approved to display the CE mark.

Further information is available on the European Commission website [here](#). Failure to comply with these regulations will result in refusal of permission to exhibit.

## PRODUCT DISCLAIMER

The acceptance of a product or service for exhibition does not in any manner constitute an endorsement by ESCRS.

## COMPLIANCE

The ESCRS reminds sponsors, exhibitors and their agents or designees of their responsibility to be aware of and to abide by all guidelines and codes regarding the relationship between the pharmaceutical and medical device/ equipment industry and healthcare professionals that are applicable to your company. Recommendations about pharmaceutical guidelines must come from your internal legal departments as ESCRS and MCI Suisse SA may offer no advice that can be construed as legal.

Please make sure that you consult the Codes of Conduct in application which may be found here:

- <https://www.medtecheurope.org/resource-library/medtech-europe-code-of-ethical-business-practice/>
- <https://www.efpia.eu/relationships-code/the-efpia-code/>
- <https://www.abpi.org.uk/publications/code-of-practice-for-the-pharmaceutical-industry-2024/>
- <https://www.abhi.org.uk/>

## PRODUCT SALES

Direct sales are allowed on the exhibition floor. All companies participating in this event are solely liable and responsible for handling any onsite transactions in accordance with the laws and regulations of the host country.

Companies must ensure that all transactions are declared appropriately and comply with local legal requirements. The event organizers are not responsible for any transactions conducted between companies and individuals.

## STAND ACTIVITIES

“Meet the Expert” sessions and stand activities such as product presentations and demonstrations, DryLabs, quizzes, contests, etc. can take place on rented exhibition space. These type of stand activities should be submitted for validation to [escrs.sponex@mci-group.com](mailto:escrs.sponex@mci-group.com) and also require a Risk Assessment. Please ensure, for example, that you have enough space on your rented exhibition space to host the participants as it is strictly forbidden for them to block the aisles or neighbouring stands.

Other special stand activities: special activities within an exhibition stand are not allowed unless a separate [Risk Assessment](#) has been submitted and approved. Please see examples of special activities below:

- Animals
- Any activity involving electrics or lighting in water
- Any activity involving water where there is a risk of legionella
- Any demonstration or audience participation that may result in visitors gathering/queuing in the aisles
- Balloons or inflatable items
- Dangerous goods including radio-active and chemical substances
- Food and/or drinks from an external caterer (not SEC)
- Flammable or explosive substances or gases including naked flames
- Kitchens or cooking displays
- Lithium Ion (or variant) batteries, generators, distribution points, chargers or vehicles including scooters
- Medical demonstrations
- Radiation generators
- Smoke/Haze Machines
- Storage of helium and compressed gas cylinders
- Any vehicle(s) displays (any fuel type)
- Laser & Machinery
- Robotics on display

To get permission for any of these special activities, please complete the [on-stand activities form](#) by 03 July 2026.

## LEGAL ISSUES

Each participating company is responsible for the material and information they make available at the congress. Companies and their mandated organisations should only present material and information which has been approved by their legal departments and which is in compliance with the legislation of the host country of the congress. The organisers will not intervene or arbitrate in case of any legal issues.

## PHOTO AND FILM RECORDING

Taking videos and pictures of your stand and staff working during the event is permitted, however, please ensure that delegates and other exhibitors are not identifiable in your videos/photos unless you have explicitly asked for their consent.

Exhibitors are only permitted to take photographs of their own booth and displays. It is strictly forbidden to reproduce, draw, photograph or video products or displays owned by other Exhibitors without their prior written consent.

Use of video recording equipment within the venue is strictly forbidden unless written approval has been granted by the ESCRS Exhibition Department prior to the Congress. Please submit your request for validation to [escrs.sponex@mci-group.com](mailto:escrs.sponex@mci-group.com).

## INSURANCE REQUIREMENTS

The Sponsor/Exhibitor renounces to take recourse against the Organisers or against the owners of the premises and undertakes to underwrite insurance policies covering all the risks incurred by the company's local rules regarding travelling.

All Exhibitors are required to have Public / General Liability insurance with a minimum Limit of Indemnity of 2 Million Euro in aggregate in order to participate in the Congress and associated Exhibition.

The Exhibitor shall be liable for personal injury and damage to property caused by the Exhibitor, his or her servants or agents, or by his or her equipment and activities. All Risks cover against damage and theft to the Exhibitors own property, and also to property rented/leased by the Exhibitor, shall also be arranged by each Exhibitor. Cover shall also be arranged for injury to exhibitors own employees, where applicable.

Exhibitors shall ensure that any subcontractors engaged by them have similar and commercially reasonable insurances in place. It is the responsibility of each Exhibitor to ensure that they have the required insurance policies in place and the ESCRS is only responsible for damages arising from the wilful neglect of its permanent staff. Each Exhibitor is responsible for ensuring that they have the required level of insurance in place and that each external (non-venue) contractor engaged to provide services for their booth also have the required level of insurance cover in places for the duration of the exhibition buildup, open days and dismantle. All relevant documentation must be available for inspection on-site at the booth. In any case, the insurance protection will not be given to the exhibitors by the Organisers.

No responsibility can be accepted by ESCRS/MCI Suisse SA/EA Exhibitions/Excel for injury, loss of life, theft or damage to property.

## GIVEAWAYS AND PRINTED MATERIAL

Giveaways and printed material may only be distributed in the space rented by the exhibitor in the exhibition hall, at their satellite symposia, in hospitality suites and/or meeting rooms rented by the exhibitor. No such material may be distributed in the rest of the congress center or any hotels used by ESCRS.

Companies may provide inexpensive educational items and/or gifts, in accordance with national laws, regulations and industry and professional codes of conduct of the country where the healthcare professional is licensed to practice. Contests, lotteries, raffles are subject to approval by ESCRS.

## NOISE / LIGHTS

Exhibitors may not produce noise and/or use amplification of music and/or voice which may be heard outside the space assigned to the exhibitors, or which may interfere with or be felt objectionable to attendees or other exhibitors. The volume level must not exceed 70dB (A) at the boundaries of the stand. The organisers reserve the right to require exhibitors to discontinue any such activity. Live presentations at the stand are not permitted without prior approval from the organisers.

If you wish to play music on your stand you are required to inform MCI: [escrs.sponex@mci-group.com](mailto:escrs.sponex@mci-group.com) This is the responsibility of the exhibitor.

## PARTITION WALLS

Every exhibitor should take care of their own partition walls directly bordering to neighbouring stands. The minimum wall height is 2.5m, and the maximum wall height is 4m. Partition walls that are visible from the back side and walls that are higher than 2.50m should be clean and finished in solid white. It is not permitted to use (shell scheme) walls from neighbouring stands for your own purposes.

Stands that have a one meter or bigger gap between their backwall and the venue wall, are required to finish the entire backside of the wall, from floor to top, in solid white.

## SAFETY & FIRE REGULATIONS

Sprinkler systems, fire alarms, fire extinguishers, smoke detectors, mechanisms for closing exhibition hall doors and other pieces of safety equipment, including their signs or markings, shall be kept free from obstructions. Their operation must not be impaired and remain clearly visible and identifiable, and always remain fully functional.

- Escape routes shall always be kept clear.
- Emergency exits should not be obstructed, obscured, have anything hung over them, or otherwise be rendered unrecognisable.
- Aisles and walkways shall not be constricted by objects deposited herein or extending into them. All exhibits and furniture must remain within the allocated stand area. Items must not be placed in aisles.

## STAND APPROVAL – SPACE ONLY – COMPLEX STANDS

All Space Only stand designs must be reviewed and approved by EA Exhibitions and its supporting partners prior to build-up. This process ensures compliance with UK regulations, as well as the guidelines and specifications provided by Excel London and the UK eGuide.

Stand submission deadline: **3 JULY**. Please submit your stand approval request to [escrs@eaexhibitions.com](mailto:escrs@eaexhibitions.com)

Exhibitors will not be permitted to construct booths without approved designs. If a booth is constructed outside of the specifications of the approved designs, the exhibition team will insist on modifications to the design or undertake any measures it deems are needed to impede the use of the exhibition booth.

*This approval process applies to all exhibitors with a space only stand. Exhibitors who have purchased a stand package (basic or premium) from EA Exhibitions are exempt.*

### Stand Approval Timeline

As submissions require review and approval from multiple parties as stated below, exhibitors should allow approximately 10 working days to receive a response with feedback/final approval.

We kindly ask for your patience throughout this process and strongly recommend submitting all documentation as early as possible to avoid delays. Please note rigging requests will only be reviewed after stand approval has been given.

### PROCESS OF STAND APPROVAL - STEP BY STEP

All Space Only stand design, rigging plans and structures classified as complex must be approved before construction can begin on-site. The approval process ensure compliance with event regulations, venue requirements, and UK health & Safety standards.

#### Step 1. Initial Review by EA Exhibitions

The Exhibitor/contractor hands in the stand project to EA Exhibitions ([escrs@eaexhibitions.com](mailto:escrs@eaexhibitions.com)) The team will review the submitted stand plans, supporting documentation and submission form to confirm compliance with the ESCRS rules and regulations.

The detailed scaled drawings should include:

- Plan views of the stand
- Elevations and stand measures
- Width and positions of gangways within the stand
- Floor and roof loading
- Specifications of materials used
- Risk Assessment – see template [here](#)
- Method Statement – see template [here](#)
- Construction Phase Plan – see template [here](#)

Each item of information should state the event name and stand number. Complete sets of information only should be submitted, together with a plan showing the location of the stand within the event.

## Step 2. Health & Safety review – external contractor, appointed by the organizer

Once approved by EA Exhibitions, you will receive a link to upload the entire package shared during Step 1 to the compulsory appointed H&S Contractor Abraxys, who will check the documents separately regarding the UK safety regulations. If all documents are approved, a Permission to Build will be granted.

During set-up, the H&S Contractor will be present and monitor the compliance with the approved stand projects and control certificates. Please make sure you have them prepared and at hand. Any arising costs of approval proceedings by H&S Contractor will be charged to the exhibitor.

### Additional Review for Complex Structures:

If the stand design is considered as a complex structure, special UK requirements and **an additional complex fee of EUR 361,40** (excl. VAT) are applicable. This fee will be invoiced by EA Exhibitions and is payable by the Exhibitor or the contractor.

A Complex Structure is any form of construction of any height, which would normally be designed by an engineer and/or has, through a risk assessment, been found to provide a significant risk. Structures ground supported over 4m in height and all suspended items are always considered to be Complex Structures unless demonstrably simple and possessing no significant risk.

Examples of complex structures:

- Any structure, regardless of its height, which requires structural calculations
- Suspended structures (does not include banners) e.g. lighting rigs, bespoke custom wooden built
- Sound/lighting towers
- Platforms and stages of 0.6m in height and over and all platforms and stages for public use (not including stand floor flats and platforms)
- LED wall of any height set on top of a platform

Abraxys will send all details of a Complex Stand to both the Excel and a qualified Structural Engineer (CampbellReith) for inspections. The Excel reserves the right to deem a structure 'complex' where this has not correctly been determined by the designer. Complex stand submissions received after 3rd July cannot be guaranteed inspection by Excel and the structural engineers.

The following details are required:

- Detailed, scaled structural drawings (including staircases, plan views and elevations) with dimensions.
- Calculations, Specifications and each showing Event name and stand number.
- For each Complex Structure the Licensees are required to send 3 complete sets of the above in English. Items should not be sent piecemeal.
- Risk Assessment & Method Statement from construction company.
- Any Complex Structure that is modified after its initial submission must be re-submitted for certification detailing all modifications.

All Complex Structures must be certificated by a suitably qualified and experienced person; generally, a Chartered Engineer with adequate professional indemnity cover, to confirm that the design is safe for its purpose. This person should:

- Arrange that requirements for safety are met.
- Manage the procurement, including provision by the supplier of construction drawings accompanied by calculations, design loads and relevant test results.
- Confirm the final overall design is safe for its purpose then produce a certificate to build.

Once the exhibition stand is built during ESCRS, a structural engineer will carry out an onsite inspection and provide structural sign-off. This is included in the complex stand fee of EUR 361,40 (excl. VAT).

### **3. Venue Health & Safety Approval (Excel London)**

Once approved by the Health & Safety team, the plans will be submitted to Excel London's Health & Safety team for venue approval

### **4. Final confirmation from EA Exhibitions to the Exhibitor/contractor**

Once all steps have been completed, EA Exhibitions will share feedback with the Exhibitor/contractor, or issue final confirmation directly to them. Only when certificate for build is granted, may you proceed with building on site.

### **ON-SITE COMPLIANCE**

During build-up, EA Exhibitions, the Health & Safety Contractor, and the Structural Inspector will be present to verify compliance with the approved stand design and supporting certificates.

Please ensure that all approval documentation and certificates are available on-site for inspection.

Any additional costs arising from the approval process conducted by the Health & Safety Contractor will be charged to the exhibitor.

# STAND APPROVAL – SPACE ONLY

## General

- We aim to encourage the most effective use of island spaces (4 open / aisle sides) by maintaining visibility and transparency throughout the exhibition. This means that your stand design must allow clear sightlines from aisle to aisle, ensuring the stand remains open and visually accessible for visitors. It is not allowed to close off more than 1/2 of an open side (i.e. an open side of 3 meters may only be closed off with a wall of 1.5m maximum)
- The design must be open and welcoming, and will not be approved if deemed to have a detrimental effect on neighbouring stands or the overall layout.
- No elements, including stabilising feet or back bracing, are permitted outside the allocated square metres of your stand.
- Stands must maintain a minimum of 50% visibility, which applies not only to the outer sides of the booth but also to the overall openness inside the stand. You should be able to see at least 50% through the structure from one open side to another. Therefore, it is not permitted to close off more than 50% of any open side (e.g., an open side of 3 meters may only be closed with a wall up to 1.5 meters wide), and internal elements must not create a closed visual barrier. The complete visibility of the stand, including internal layout, will be taken into account during the stand design approval process. (Visual 4)
- The construction of a double-decker stand is not permitted.
- Maximum construction height of the stands is 4 meter for walls.
- All stands shall be entirely self-supporting. Nothing can be hanged from the roof or be attached to walls of the venue.
- The usage of products containing organic solvents are strictly forbidden, such as contact adhesives, spray paint, paint with white spirits or thinners with solvents.
- According to the UK building legislation, a ramp is required for height differences exceeding 4cm in floor structures. This ensures accessibility and safety for all users, promoting inclusion and mobility- in building design.
- All stands must be designed and constructed as sustainable as possible (i.e. reusable materials).
- All stands with rigging structures must accomplish the rigging information detailed in this manual.
- All health and safety certificates must be made available for both onsite and ahead of congress.
- All doors must open inward into the booth, not outward into the aisle.
- No elements, including stabilising feet or back bracing, are permitted outside the allocated square metres of your stand.
- A sprinkler system will be required if a solid wall is being built that is waterproof.



# RIGGING / SUSPENSION WIRES

## Rigging order requirements

EA Exhibitions manages the coordination and approval process for rigging in line with venue regulations. All rigging and connections to the venue structure must be carried out by the venue's authorised rigging partner. EA Exhibitions accepts no liability for the installation or structural integrity of rigging works.

The deadline to request rigging and/or submit your technical rigging plan is [3 JULY, 2026](#).

In order to process the rigging orders we require a detailed sketch of your stand including the following (**MANDATORY**) data:

- The exact placement of each rigging point with measurements compared to the edges of the stand (e.g.: x: 750 cm y: 350 cm below).
- The exact height of each rigging point.
- The weight attached to each rigging point.
- The weight of the whole construction to be hung.
- CAD drawing of your rigging points with coordinates in dwg format, not PDF.
- Orientation of your stand indicating references such as location of aisles or neighboring stands.
- Weight per point marked in the CAD over each point.
- Static weight calculations signed by an engineer or someone that makes himself/herself responsible for what it will be suspended.
- Please supply details of your connection methods showing how the suspended load is supported.
- Please declare your competency to undertake your own lift using this [link](#). This can be completed by your contractor/stand builder if they will be undertaking the lift.

## Regulations

- It is important that the gap between the rigging/suspended banner and the walls/elements on the floor is a minimum of 1 meter. (Please refer to Visual 1 on page 38)
- The outermost part of your rigging must be positioned at least 1 meter from your neighbors allocated space.
- The minimum distance permitted between rigging points for hanging elements is 1 meter.
- It is not allowed to lift one truss grid with more than 6 manual chain hoists.
- Rigging points shall not bear a load exceeding 250 kg per point to ensure the structural stability of the ceiling [including truss, structure, safety steel, spotlights, banners, manual chain hoist (approx. 35 kg) or electrical chain hoist (approx. 50kg)]. If Bridling is required the weight of each point will be reduced. Load should be calculated according to the latest Eurocodes.

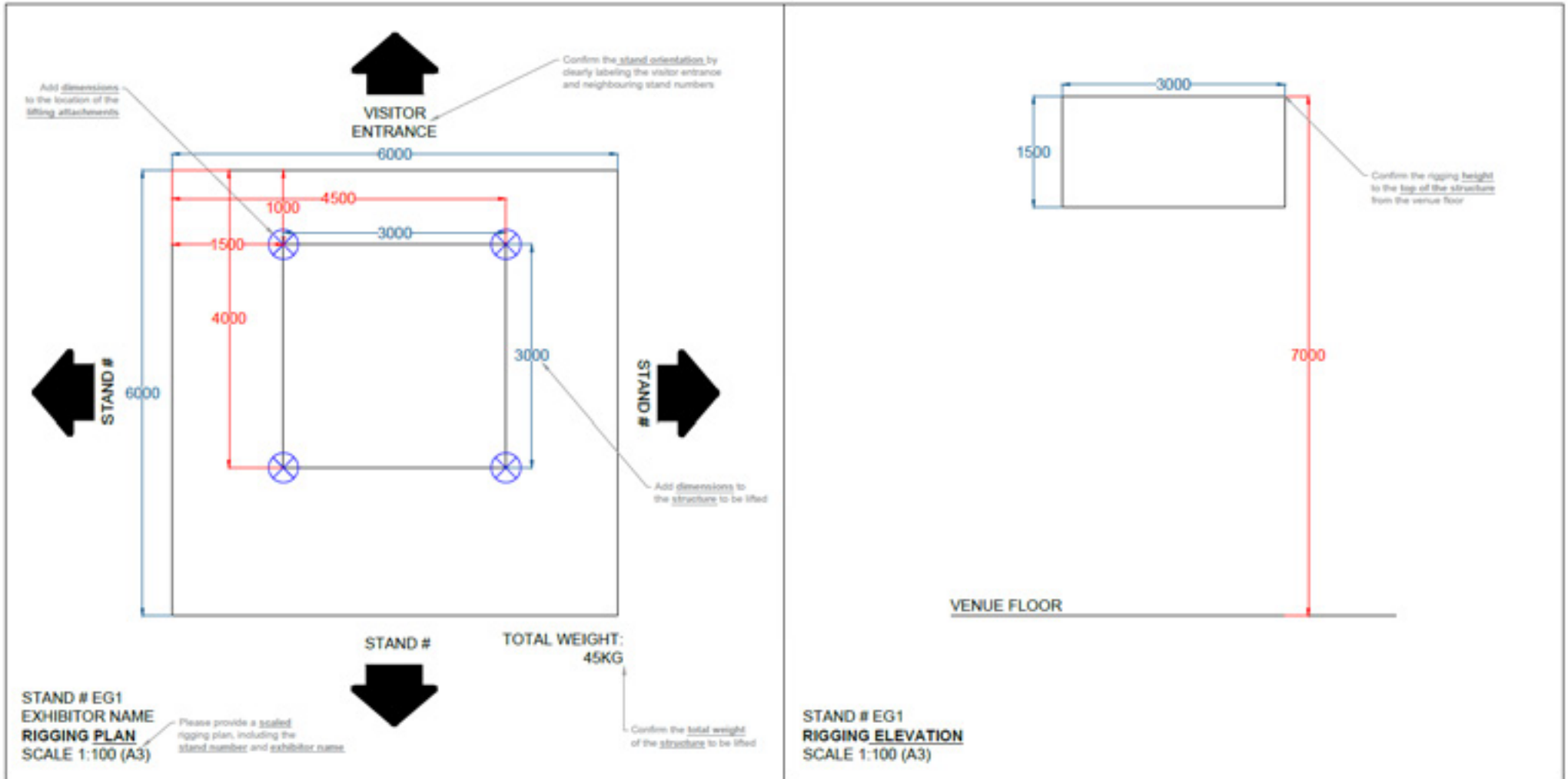
Each rigging request is evaluated individually, considering the unique structural elements in the roof, such as ventilation.

There may be cases where columns or other infrastructure in the hall would require pre-rigging, or the request cannot be accommodated at all in your space. The venue reserves the right to make minor adjustments and/or do suggestions in order to enhance your rigging order.

Please note that we cannot guarantee the visibility of any hanging banners, as other suspended banners and organisational signage may be present in the airspace. Rigging may only be ordered via EA Exhibitions. You can access the online form to request rigging [here](#).



# EXAMPLE OF RIGGING PLAN



# WALLING

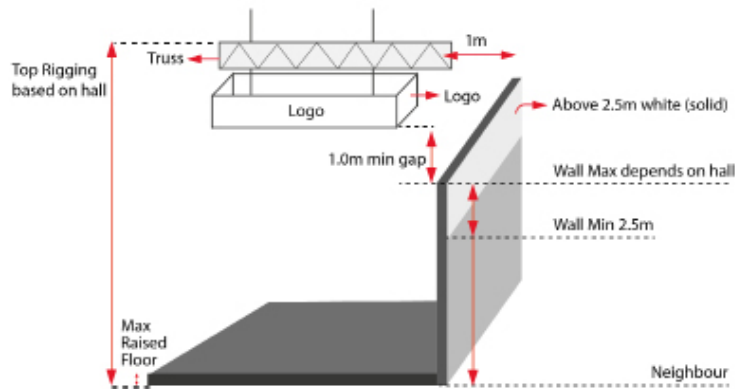
Stands with 3 open sides or less are obliged to erect a wall (minimum height 2.50m) between themselves and any direct bordering stand(s):

- A row stand requires walls on three sides (one back wall and two side walls)
- A corner stand requires walls on two sides (one back wall and one side wall)
- A peninsula stand requires only one wall (one back wall).
- An island stand does not require any walls (please check the regulations regarding closing off sides).

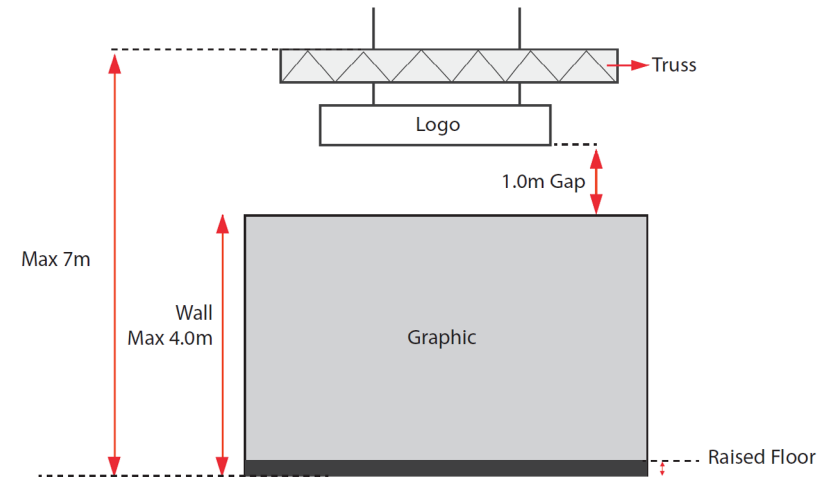
It is not allowed to use walls from neighbouring stands for your own purposes.

Exhibitors and/or stand contractors are responsible to leave any face of a partition wall that is visible from the back side and walls higher than 2.50 meters in a clean, solid white finish (no graphics or logo's).

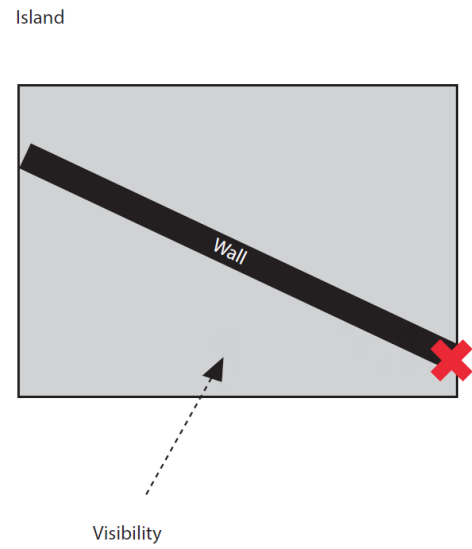
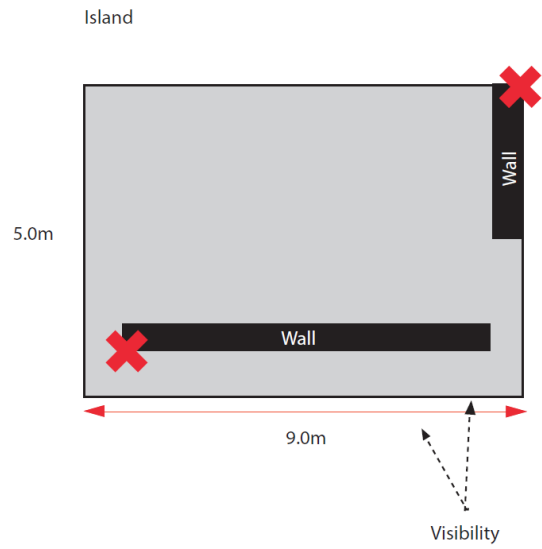
**Visual 1** Side View



**Visual 2** Front View



**Visual 4** Top view – what is not allowed?



# GENERAL RULES & REGULATIONS

It is a condition of entry into the event that every exhibitor, contractor, sub-contractor, supplier and their agents comply with the HASAWA74 and all other legislation covering the Excel London. The exhibitor accepts that it is their legal and moral responsibility to ensure that their own and others health and safety is not put at risk by their actions (or in-actions) throughout the tenancy. The Exhibitor agrees to observe all regulations and requirements stipulated in the following documents and shall not consider them as merely administrative:

[Excel/eGuide](#)

Please find the General Rules and Regulations of EA Exhibitions in the exhibitor portal under [downloads](#) in your dashboard.

Please find the General Rules & Regulations of the venue under [downloads](#) in your dashboard.