EXHIBITOR INFORMATION

SECTECH - Expo & Seminars, Stockholm

November 19-20, 2019
Stockholmsmässan (Stockholm International Fairs)
Älvsjö/Stockholm

Opening hours
Exhibition opening hours:
Tuesday, 19 November, 09:00 - 17:00
Wednesday, 20 November, 09:00 - 16:30

Exhibitors have access to the exhibition area one hour prior to opening and 30 minutes after closing.

Building and dismantling hours
Moving in: Monday, 18 November, 07:00 – 22:00
Tuesday, 19 November, 07:00-09:00

Moving out: Wednesday, 20 November, 16:30 – 24:00
Thursday, 21 November, 07:00 – 16:00

If extended moving in time is needed, an application must be sent to tidigareinflytt@stockholmsmassan.se with requests for moving in time. Please note that there is no guarantee that the application will be granted, and that an extra cost will be paid if the application is granted.

Move in and move out via the loading dock between hall B and C at the eastern entrance.

Children on the premises
For safety reasons, persons under the age of 16 may not be in the event halls during construction work or tear-down regardless of whether they are alone or accompanied by an adult, this is because our halls are considered to be a construction site during these times.
Removal of goods and empty packing materials, left behind by the exhibitor will be charged to the exhibitor.

The price for the stands
6 sqm: SEK 32.700
12 sqm: SEK 45.800

A registration fee of SEK 4.300 is added to the stand cost.

As the number of stands is limited, it is important to book a stand quickly.
To reserve a stand, please contact Deniz Baykal on tel: +46 8 556 306 80 or by email: deniz.baykal@armedia.se.

Stand equipment
Stands are equipped with:
- White wall panel in sections of 1 x 2.5 m, mounted in alumunium system.
- Carpets in 50 x 50 cm tiles. 15 color options.
- White sign with company name printed in black text, size 100 x 28.5 cm.
- Furniture, free selection from page 3-4 in this form »
www.securityworldmarket.com/sectech/pdf/SE_2019/Monterpaket_Easy_D_Sectech_2019_eng.pdf
- 1 x electricity outlet 230V, 10A, max 2000W (Consumption included)
- 1 x spotlight per running metre of wall.
- Cleaning during the event

Please note! The form of your choice must be submitted **no later than October 24th**. If no choice has been made, your stand will be equipped with blue carpet, 2 pcs folding chairs, 1 information counter and 1 brochure stand.

The entire package must be ordered at the same time. Order here »
www.securityworldmarket.com/sectech/pdf/SE_2019/Monterpaket_Easy_D_Sectech_2019_eng.pdf

Height construction
It is not allowed to build stand constructions or hang signs above the height of 2,5 metres.

Additional stand equipment
Place you order at Event Service at Stockholmsmässan: +46 8 749 44 44 or eventservice@stockholmsmassan.se.
See all our products and equipment »
https://ipaper.ipapercms.dk/StockholmsmassanAB/es-kataloger-2019/ENG/?page=1#/

Important! Order in time and save money
For the best possible service from Stockholmsmässan and to be sure of getting the products and services you need – order in good time. This will allow us to deliver services of a higher quality and will also save you money.

If you order no later than 3 weeks before the official moving-in date, we reward you by offering the lowest price for construction and stand equipment. Orders received later than 24 October 2019, are subject to a 30% surcharge on the price up until the moving-in date. If you order during the official moving-in period or the actual event, a 50% surcharge will apply.

The surcharge applies to all products priced in the Service Catalogue. However, prices for plants, wireless Internet connection, parking permits, exhibitor Insurance and stand catering are not affected.

Last date to order stand equipment at the lowest price is 24 October 2019.

Service Centre and shop
At Service Centre you will get help during the exhibition with additional stand orders, goods deliveries etc. Service Centre is open during official moving in and out and during the exhibition.

Insurance
Standard company insurance does not normally cover trade fairs. We therefore recommend that you review what your insurance covers. In collaboration with IF Skadeförsäkring, Stockholmsmässan has put together a simple insurance policy for exhibitors. Please phone Event Service, +46 8 749 44 44 for more information.

Internet
Stockholmsmässan provides you with the *free wi-fi network* "stockholmsmassan" in all our public areas. The network is open to all visitors and exhibitors and offers the possibility to check emails, surf the web and interact in social media free of charge.
Visitor and exhibitor equipment may cause disturbances in the network. Stockholmsmässan cannot guarantee that this, free of charge, wireless network is fully functional at all times.

You can order *wired internet* connection up to 100Mbit / sec via the Event Service Catalogue. More information »
https://ipaper.ipapercms.dk/StockholmsmassanAB/es-kataloger-2019/ENG/?page=86#/

Goods handling
For information, please see the Event Service Catalogue, pages 94-95 »
https://ipaper.ipapercms.dk/StockholmsmassanAB/es-kataloger-2019/ENG/?page=94#/

Goods address
Stockholmsmässan, Godsmottagningen
Sectech 2019
"Company name"
"Stand number"
Parkeringsvägen 10
SE-125 30 Älvsjö
(Postal address: Stockholmsmässan, 125 80 Stockholm)

FairMate Lead Tracking gives you more business opportunities!
Our Lead Tracking service utilizes your own smart phone for scanning visitors and gaining an overview of exactly who has visited your stand. You can easily extract a report whenever you want. You don't have to worry about business cards and loose notes and can thus focus on what is important during the event – meeting people in person.

Get more information and buy a licence code »
https://eventplanner.stockholmsmassan.se/?redirecturl=/eventplanner/event/9912/article/fairmate-lead-tracking

Exhibitor badge
The exhibitor badge shall be worn visibly during the exhibition and it gives access to the exhibition hall 1 hour before opening and 30 minutes after closing as well as during moving in and out. Each exhibiting company can order 10 exhibitor badges by e-mailing person names and company name to info@sectech.nu no later than November 11. The badges can be collected from the entrance to the exhibition, starting Nov 18, 09.00.

Maximum number of exhibitor badges are 10 – should you need more than this, or if you miss the deadline of November 11 for ordering, we kindly ask you to register as visitors » https://ticket.stockholmsmassan.se/cgi-bin/fmsm/lib/pub/tt.cgi/Register.html?oid=5912&lang=2&ticket=g_u_e_s_t

Workpass
Temporary personnel, for example craftsmen only working during installation and dismantling, can pick up a working pass in Main Entrance or East Entrance.

Restaurants at Stockholmsmässan
At Mässrestauranger you can book a table, order catering to your staff and order food coupons for your staff.
At www.massrestauranger.se/en/start/se/you will find contact information and a list of available restaurants.

Alcohol at Stockholmsmässan
Mässrestauranger AB has a license to serve alcohol in all of Stockholmsmässan's restaurants, halls and conference facilities. This means that exhibitors must go through Mässrestauranger if you want to offer beer, wine or liquor in your stand. If you run out of alcohol during the event, you can order more and have it quickly delivered. You may not serve alcohol before 11AM or to people under the age of 18. A special alcohol permit is required if you plan on serving alcohol after the event has closed. Consumption of alcohol on the premises during installation and dismantling is prohibited.

Hotel Scandic Talk
Scandic Talk is a modern hotel next to Stockholmsmässan. Our rooms and restaurant just had a renovation during 2018.

Address
Scandic Talk
Mässvägen 2, Älvsjö, SE-125 80 Stockholm, Sweden
Tel: +46 8 5888 2000, e-mail: talk@scandichotels.com
More information: https://www.scandichotels.se/hotell/sverige/stockholm/scandic-talk.

Parking
We have 2 000 parking spaces in our parking garage and in the parking lots surrounding the exhibition center.

Parking fee
Pay for your parking time with the app Betala P, EasyPark, SMS Park or Parkster. The area code can be found on signs located in the parking area. Download the app Betala P »
https://www.stockholmparkering.se/Pages/Betala_P_in_english.aspx

- Parking garage: 60 SEK per hour or 170 SEK per day.
- Outdoor parking: 50 SEK per hour or 150 SEK per day.

Invite your guests
Personal invitations increase the chance that you will have a lot of relevant visitors to your stand. It is a key to a successful event. Give your guests plenty of time to plan; send your invitations at least three-four weeks in advance.

Order invitations »
https://eventplanner.stockholmsmassan.se/?redirecturl=/eventplanner/event/9912/article/inbjudningskort

Entrance for visitors
Free admission to Sectech with pre-registration. Sectech is a trade show, children under the age of 15 only in the company of adults.

Link to registration: https://ticket.stockholmsmassan.se/cgi-bin/fmsm/lib/pub/tt.cgi/Register.html?oid=5912&lang=2&ticket=g_u_e_s_t

Website
At www.sectech.nu you always find the latest news with the current exhibitor list.

Safety banquet
The banquet will be held on November 19, at. 18:30.
Tickets can be ordered from Deniz Baykal, info@armedia.se or +46 8-556 306 80.

Please contact us if you have any questions!

AR Media International AB
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Stockholmsmässan
For questions about Stockholmsmässan's products and services, contact Eventservice: Ph: +46 8 749 44 44
eventservice@stockholmsmassan.se