

PAYSALIA EXHIBITION 2021

Rules for exhibition architecture

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1. General information

This document provides stand presentation and design standards designed to ensure that the exhibition runs smoothly and provides optimum comfort.

These standards include the usual safety rules in force at all exhibitions and fairs as defined by Fire Safety Regulations and of which exhibitors must be fully aware.

All stand design and decoration must respect:

- > architecture rules
- > Fire Safety regulations
- > The General health and safety co-ordination plan
- > Eurexpo site regulations

Exhibitors and/or their stand builders must submit stand plans for validation before installation:

Stand installation plans must be submitted by e-mail to the following address reglementarchitecture@gl-events.com by **28th October 2021**.

Exhibitor and fitter waste management responsibilities:

All exhibitors who rent a shell-scheme stand and their fitters are responsible for the condition and reinstatement of the rented surface; in particular, they are responsible for restoring the rented surface free from waste (stand components, packaging, flooring, leaflets, etc.).

NB: for information on skip hire, please contact the Eurexpo Exhibitor Services department <http://www.eurexpo.com/-Services-Exposants-> +33(0)7 72 22 30 30

2. Specific rules concerning stand fitting

2.1 Stands built on several islands

In the case of a stand being built on several islands separated by aisles, neither a continuous lighting truss structure nor signage above the aisles may be fitted, as it's impossible to floor the separation aisle in the same way than the islands.

2.2 Stands with mezzanine* / stand with a solid ceiling/ awning

(cf article T23, page 5 of "Fire Safety Regulations")



*** Construction of stands featuring a mezzanine is subject to reservations and prior approval by GL Events Exhibitions (cf Participation contract)**

A fee of 95 Euros/sqm excl .VAT will be invoiced to the exhibitor as a construction fee.

Stands with mezzanines are allowed under the following conditions:

- > Stand floor area > or equal to 81sqm
- > Stand located on the perimeter of the hall
- > Mezzanine area limited to 50% of stand floor area
- > Maximum height for the mezzanine: 5 m

Important: Stands including a mezzanine must respect a distance of at least 4m from other stands featuring either a mezzanine or a ceiling (type velum), except if two adjoining stands have a mezzanine and that these are placed side by side so as to be considered as a single structure.

a) Exhibitors must prepare their projects, including all plans and load resistance calculation notes, and send them to the Architecture Department of the trade exhibition (who will review the documents for final approval and will forward a copy thereof to the person in charge of safety). **(cf 'Request for construction of stands with mezzanine, solid ceiling/awning')**

b) An approved firm/body will control the assembly on site in order to deliver a compliance attestation. Without this attestation, the organizer reserves the right to refuse access to the mezzanine to the public.

c) List (non-exhaustive) of approved companies/bodies:

APAVE : 4 rue des Draperies, 69450 ST CYR AU MONT D'OR
Tel : +33 (0)4 72 32 52 52 – Fax : +33 (0)4 37 64 08 00

BUREAU ALPES CONTROLE : 17 avenue Condorcet, 69100 VILLEURBANNE
Tel : +33 (0)4 78 89 73 88 – Fax : +33 (0)4 72 43 98 15

SOCOTEC : 11 rue St Maximin, 69003 LYON
Tel : +33 (0)4 72 11 45 00 – Fax : +33(0)4 72 11 45 67

2.3 Fitting of stand flooring

All unfitted stands must have floor coverings.

All stands using flooring or any type of floor covering liable to create a height difference of 2cm or more **must be fitted with one or more ramps** to enable disabled people to access them (see p9 of the specifications for use by exhibitors and stand lessees).

The normal slope must be no more than 5% and no less than 1m wide.

If this is impossible, two cases will be tolerated on an exceptional basis:

- > 8% over a length not exceeding 2m
- > 12% over a length not exceeding 0.5 m

2.4 Covering of hall pillars/posts

Pillars and posts may be covered up to a maximum height of 5 m above the floor. The covering may be supported by the pillar, but must be separated or, at the very least, insulated with soft material (felt, hardboard, foam material, etc.) placed over the points of contact. The exhibitor will be billed for any damage caused.

Caution: fire hose cabinets are fixed to certain pillars/posts (see p.7, "A few reminders concerning the Eurexpo site")

2.5 Structures (cf p6)

2.5.1 Ground-level structures

Heights

All heights are understood to be overall heights from the hall floor level

- > Construction heights are limited to 5m: and must respect the required distances, with the exception of
 - passageways 45/5 limited to 4 m
 - gallery 4 limited to 3.90 m
- > Maximum height of partition walls 2.50 m
- > Maximum height of display pools/shells: 7.00 m excluding galleries and passageways (see height limits above)

Distances

Stand construction must take into account the following distance requirements:

- > Distance from aisle: items 0 to 2.5m tall: no minimum distance requirement
- > Distance from adjoining stands: items 2.5 to 5m tall: minimum distance of 1m

Aisle-side stand openings

- > Aisle-side stand façades must be at least 60% open, even if they are set back from the aisle.
- > All filled decorative items, including glazed panels (clear and frosted glass, net curtains, mid-partition walls, etc.) are considered "closed". Plants on stand also must respect the heights and distances regulations
- > Openings are to be understood as spaces permitting the physical passage of individuals.

Adjoining stands

Façades giving on to adjoining stands must be smooth, uniform, painted in white or covered in a white or grey wall textile and must be **free from all signage and electric wires.**

Re-used stands

- > Are subject to Paysalia 2019 exhibition architecture regulations, as for new-build stands.
- > Must respect the height and distance limits provided.
- > Must be approved by the Architecture Department.

2.5.2 Suspended structures

(suspension from the framework for signage and lighting equipment)

Heights

All heights are understood to be overall heights from the hall floor level and must respect the minimum distance requirements;

- > **6m**
- > 5m (specific maximum height): Hall 5.2
- > from 4,4m to 7.7m, according to location in gallery 6

Areas where suspension from the roof is strictly prohibited

- > Gallery 6 (over its entire width and over an 8.5m length from the Dome end)
- > Passageways 45/5
- > The perimeter of the halls over a 3m width
- > The centre of the Dome
- > The reception area
- > The areas where movable partition walls are placed (when they are closed):
 - in halls 4.2 and 6.3,
 - between halls 6.2.A and 6.1,
 - between halls 6.2 and 6.3
- > South footbridge



All suspension from the roof is subject to feasibility studies carried out by the Eurexpo site

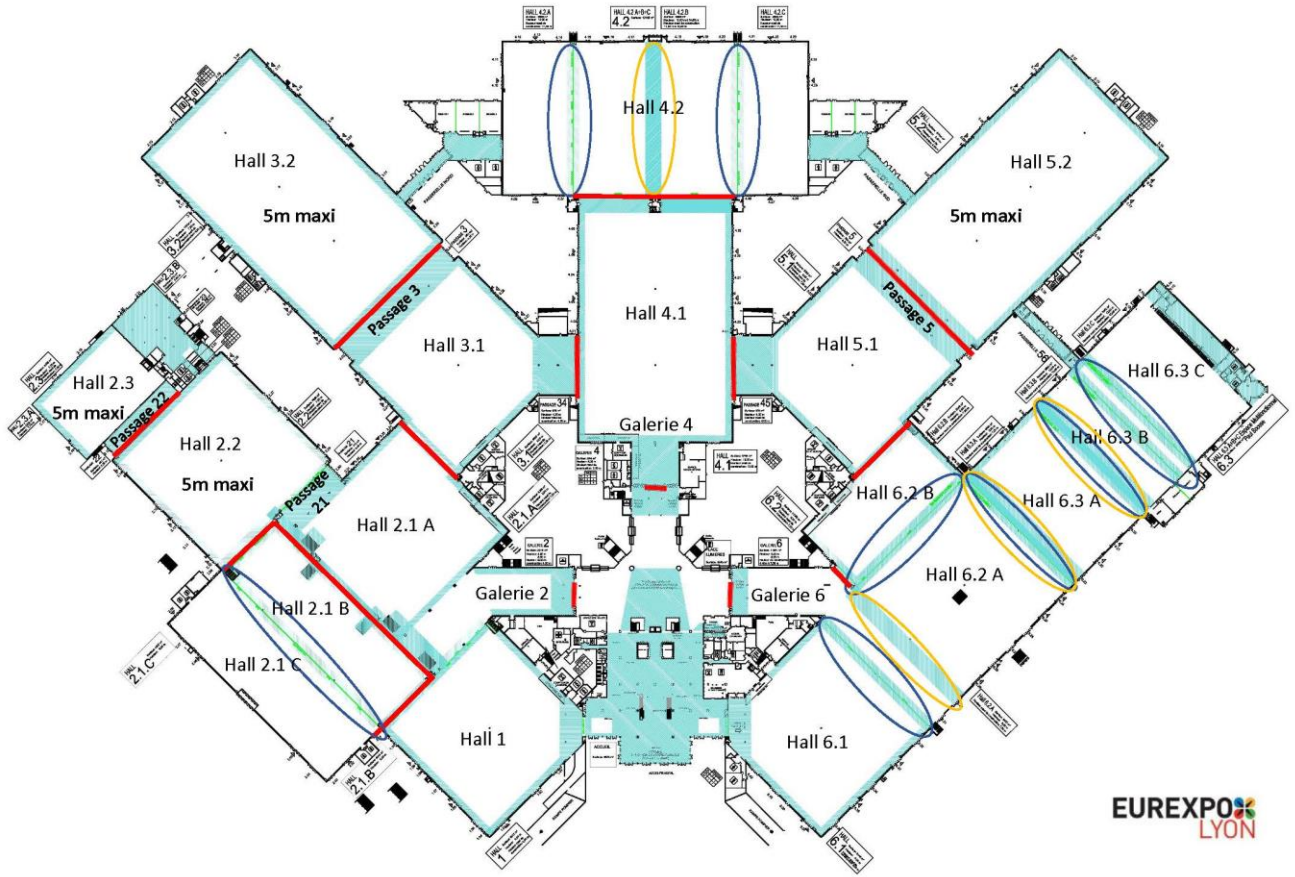
accrochage@eurexpo.com 33(0) 04 72 22 31 00

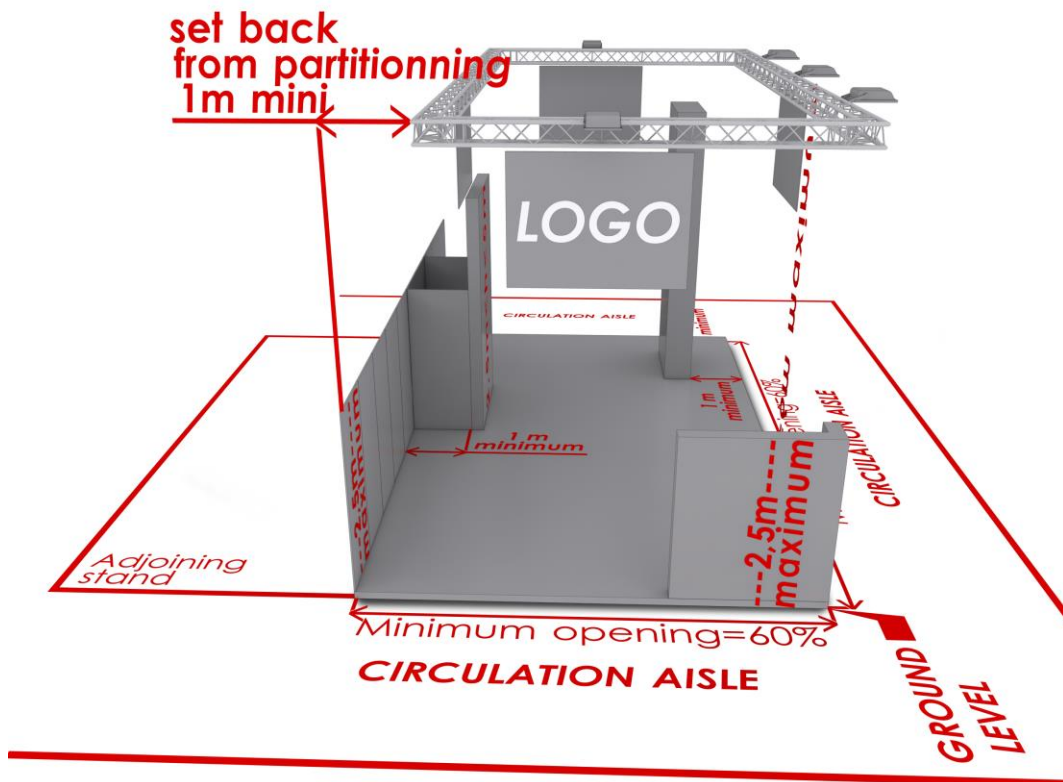
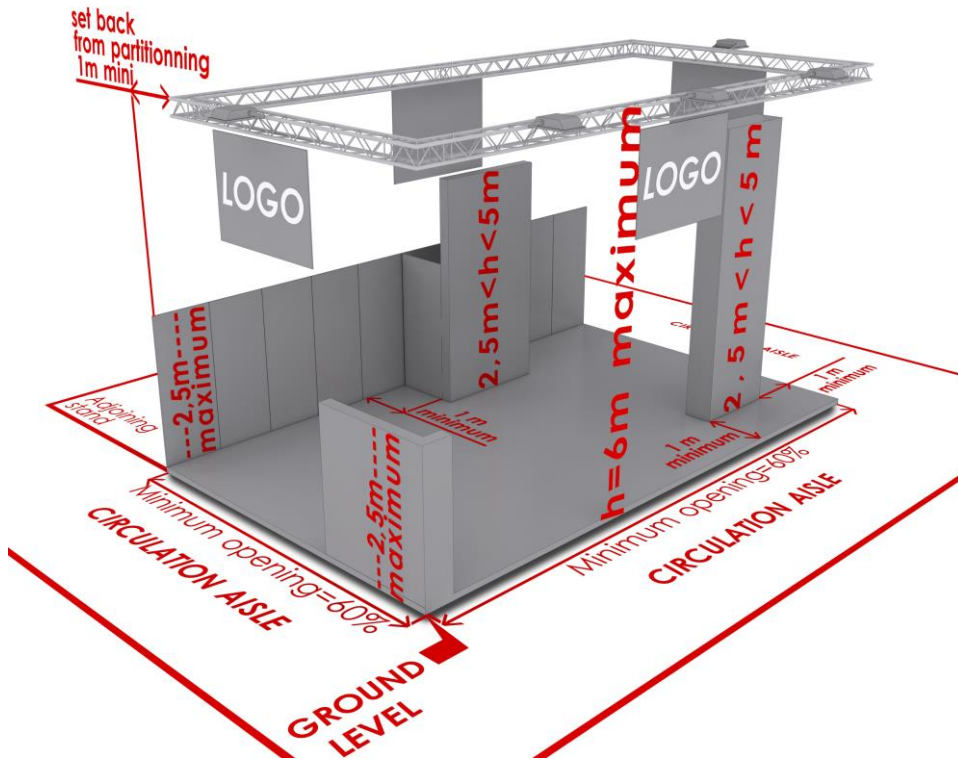
IMPORTANT: Depending on the location of your stand, the following heights of certain passages and galleries must be taken into account (see table below)

Height from hall floor level to framework	Halls, galleries, passageways
12m	Halls 4.1/ 4.2/6.3.B/6.3.C
9m	Halls 5.1/6.2/6.1/6.3.A/6.1
7.5m	Hall 5.2
From 4.4m to 8.2m	Gallery 6
3.9m	Gallery 4
4.1m	Passageways 45/5

ZONE INTERDITES POUR L'ACCROCHAGE EN CHARPENTE – NO RIGGING AREAS

- non élingable uniquement lorsque les cloisons sont fermées
Rigging not permitted only when removable partitions are closed
- non élingable uniquement en salon
Rigging not permitted only for tradeshow
- Rideaux coupe-feu
Fire curtain





3. A few reminders concerning the Eurexpo site

3.1 Permissible loads on:

- hall floors 1.5 tonne/sqm
- hall technical gutter 500kg/sqm
- Dome floor 500kg/sqm
- reception area floor 500kg/sqm

3.2 Construction of raised structure against hall walls:

These are permitted provided that the vertical structure of the halls (RSJ columns, bracings) are not placed under pressure

3.3 Fire hose cabinets

- The exhibition halls are equipped with fire hose cabinets containing 30 m fire hose reels.
- The fire hose cabinets are located against the central columns of the halls and near the emergency exits.
- An area measuring 1 m from the front and the sides of the cabinets must be kept clear at all times

3.4 Doors

Doors must never be obstructed or barred. They must be opened and closed by the security staff.

Note: the motorised doors are 6m wide and offer a vertical clearance varying from 4.50 m to 8 m from one hall to another.

3.5 Stand electrical installations

It is strictly forbidden to use the Eurexpo centre's private installations (notably the cable ducts in the halls) for electric cables used by stands.

3.6 Access inside halls

No access for any vehicle (except exhibited vehicles)

3.7 Handling of heavy objects

This must be carried out by specialist firms

NB: The following are strictly prohibited:

- screwing into, painting or marking floors
- screwing into, painting or drilling holes in partitions, walls or columns



APPLICATION FORM

- stand with mezzanine
- stand with solid ceiling
- stand with awning

Important

- > Stands with a solid ceiling (including brushed cotton type awnings) as defined in articles T22 and T23 of the Fire Safety Regulations MUST submit a request using this application form.
- > Requests will be dealt with on a first come first served basis and will take into account layouts and designs already accepted for the centre as a whole.
- > **The following must be attached to this application form:** 1 installation drawing of the stand, calculation notes and certificates for materials to be used
- > NB: "net" type awnings and Sprinkler accredited ceilings do not fall into this category.

Your details

Name of exhibiting company

Registered VAT number (finance law art. 17 2001/11/EC)

Address:

City Country

Tel: Fax

Person to contact email:

Your stand

Stand no. Hall no. Client no.....

Stand surface area

Surface of the mezzanine

Surface area of solid ceiling

Type of material(s) used:
.....
.....

This document must be returned to
Cabinet A.T.H.
262 av Jean Jaurès – 69150 Décines Charpieu
 Tél. : +33 (0)4 78 49 49 34 – Fax : +33 (0)4 78 49 41 39
 E-mail : alain.theriaux@orange.fr

NB / Applications will be accepted subject to approval from the safety committee. Additional measures can be requested at the exhibitor's expense.