

## **eComExpo April 6–7 2022**

### **Scandinavian XPO**

#### **INFORMATION A-Z**

##### **Alcohol**

Keep in mind that all alcohol found in the facility that is not ordered via Great Event Catering XPO AB will be seized, as the alcohol legislation does not allow you to bring your own alcohol to Scandinavian XPO's premises. For further information or ordering, contact Johan Stridh at **Great Event Catering XPO AB**, <https://greateventscatering.se/montercatering/> [montercatering@greatxpo.se](mailto:montercatering@greatxpo.se)

##### **Waste**

Exhibitors / organizers must arrange for the removal and sorting of their own waste in a rented area for recycling at stations provided by Scandinavian XPO. We charge SEK 630 / hour for rough cleaning and SEK 300 / m<sup>3</sup>, for leftover waste.

##### **Children**

Scandinavian XPO is a workplace, large trucks move in the premises and for this reason it is not allowed for children under 16 to reside on the premises during moving in and out. Please respect the ban for the safety of your children and our truck drivers. *Thanks for your consideration!*

##### **Fire regulations**

Smoking prohibition and prohibition on open fires apply in our premises. We have automatic fire alarms in our exhibition halls and the entire facility is equipped with sprinklers. The alarm is connected directly to SOS and our smoke detectors are very sensitive. Damages are charged for liabilities caused by exhibitors / organizers. In the event of a fire alarm, a siren interspersed with spoken messages in Swedish and English, informs that the facility must be evacuated - the collection point is at the western car park (hotel car park) which is marked with a sign.

**NOTE!** All decoration materials used must be fire resistant.

When cooking etc. there must be good ventilation in the rented area. If you have any questions, please contact Claes Kollstedt. For any kind of open flame and handling of flammable liquids, the technical manager at Scandinavian XPO must be contacted, Claes Kollstedt [claes.kollstedt@scandinavianxpo.com](mailto:claes.kollstedt@scandinavianxpo.com) telephone: +46 70 037 06 00.

##### **Electrical installation**

All electrical installations and equipment must be carried out in accordance with current regulations. All connections to Scandinavian XPO's fixed installations must be made through Scandinavian XPO's care. The mains have 230 V 1-phase and 400 V 3-phase 50Hz and all sockets are earthed. Electrical installation in a rented area may only be carried out by a qualified electrician. If improper connection damages the distribution network or connected installations, Scandinavian XPO will claim damages from the company responsible for the connection.

The electricity grid is always live, ie. night power does not need to be ordered. When the exhibition wall is used, we will mount our power stations for the electricity grid on top of the walls and these as well as other power stations in the facility must not be blocked.

All use of electricity is charged, and the sockets may not be used without an order being placed.

##### **Vehicles**

For loading / weight on the floor, see more info under "Floor".

Workman Event handles all internal logistics and truck service, Workman Event also assists with the rental of lifts with and without staff. For more information, contact Workman Event, telephone: +46 8 410 356 60 or e-mail: [monterservice-xpo@workman.se](mailto:monterservice-xpo@workman.se)

In order to drive vehicles into the premises, approval must be given by Scandinavian XPO. All cars and motorcycles must be fully charged with lockable fuel cap, and there shall be a fire extinguisher at each vehicles area. For more information contact Linus Lundin, Workman Event, telephone: +46 766 33 17 68. [linus.lundin@workman.se](mailto:linus.lundin@workman.se)

##### **Wardrobes**

There are wardrobe facilities and any use of these are coordinated with Scandinavian XPO.



**Liquid gas**

Exhibitors who want to use LPG must report this to Workman Event, [monterservice-xpo@workman.se](mailto:monterservice-xpo@workman.se) no later than 3 weeks before the fair for further instructions.

LPG and other pressure vessels must not be stored inside the premises during the night.

**Floor**

*Hall 1:* Concrete floor, floor weight 10 kN / sqm - shaft pressure 210 kN / shaft.

*Hall 2:* Concrete floor, Floor weight 10kN / sqm - shaft pressure 50kN / shaft.

*Hall 3:* Concrete floor with epoxy finish, Floor weight 10kN / sqm - shaft pressure 50kN / shaft.

In general, wheelbase of 4.8 m applies with wheeldistance of 1.85 m.

All damage to the floor is repaired by Scandinavian XPO and paid for by exhibitors / organizers who rented the space. For questions about what who is allowed to contact Workman Event, [monterservice-xpo@workman.se](mailto:monterservice-xpo@workman.se).

**Work with hot materials**

Please contact the fire protection manager at Workman Event, [monterservice-xpo@workman.se](mailto:monterservice-xpo@workman.se) no later than 3 weeks before the fair / event for further instructions.

**Internet**

Scandinavian XPO offers its customers and exhibitors wired connection for a fee, and wireless wifi connection to the internet for free.

The wired connection is ordered in advance and the infrastructure is based on a switched and redundant network with high capacity and reliability. Address assignment is via DHCP.

Scandinavian XPO is not responsible for customers 'and exhibitors' own computers and / or applications.

The wireless network supports 802.11n / ac. Own wireless routers and networks as well as other transmitting radio equipment are not permitted as these may interfere with Scandinavian XPO wireless networks. For special needs, always check with the technical department: [monterservice-xpo@workman.se](mailto:monterservice-xpo@workman.se)

Are you for example going to live broadcast, connect to servers or demonstrate something online, wired connection is always recommended.

**Invironmental sorting in the exhibition halls**

During moving in and moving out, there are environmental sorting stations located in the exhibition halls, as well as during ongoing trade fairs / events, these are located in connection with the exhibition hall. At the stations, sorting takes place in four fractions; Wood, Cardboard, Plastic and Combustible.

In the corridors during the event, dust-bins are placed for small amounts of paper, other materials and bottles during the event.

**Music**

Scandinavian XPO has an agreement with the Swedish Composers' International Music Bureau (STIM), the Swedish Artists' and Musicians' Interest Organization (SAMI). So music can be played freely in a stand provided that it does not disturb stand neighbors etc.

**Painting**

The exhibition walls are roughly repainted in white with a reservation for certain defects.

If you want a finer finish, we recommend that you order painting if the walls are not to be covered with any other material.

Contact for more info: Workman Event, telephone: +46 8 410 356 60 or e-mail: [monterservice-xpo@workman.se](mailto:monterservice-xpo@workman.se)

**Parking**

You have the opportunity to buy a parking ticket for one day at a time and several days at the card machines placed in the parking lot.



**Serving permit**

Scandinavian XPO restaurateur (Great Event Catering XPO AB) holds food and alcohol permits in our premises. It is therefore by law not allowed to offer any alcoholic beverages or food in rented areas if they are not ordered through our restaurateur. Do you want to order or have questions contact: Event Catering XPO AB, Johan Stridh, <https://greateventscatering.se/montercatering/>  
[montercatering@greatxpo.se](mailto:montercatering@greatxpo.se)

**Cleaning**

Scandinavian XPO is responsible for general cleaning. If extra cleaning is desired in your rented area, this can be ordered via the Stand Service in ServiceCenter, which is associated with a cost.

We want all surfaces to be cleaned well before the event opens. In poorly cleaned surfaces, Scandinavian XPO can decide on cleaning, and this is always done at the exhibitor's / organizer's expense.

**Ceiling height**

**Hall 1:** 10 m (Bottom edge of the beam).

**Hall 2:** 4 m.

**Hall 3:** Low area: 4 m. High area: 8 m (Bottom edge of the beam).

**Guard duty**

Scandinavian XPO takes care of general security, but assumes no responsibility for exhibited goods. Extra monitoring of the stand can be ordered via Scandinavian XPO's technical manager and is associated with a cost. Please book this no later than 3 weeks before the event, contact Ulrika Andersson, [ulrika.andersson@scandinavianxpo.com](mailto:ulrika.andersson@scandinavianxpo.com)

**Plants**

Plants are available for rent and / or purchase. You will find our range at our online shop: [www.workman.se/shop/](http://www.workman.se/shop/)

For special requests please contact, Workman Event: Telephone: +46 8 410 356 60 or e-mail: [monterservice-xpo@workman.se](mailto:monterservice-xpo@workman.se)

