



36TH EACTS ANNUAL MEETING & EXHIBITION
MILAN, ITALY
EXHIBITION DATE: 6 - 8 OCTOBER 2022
MEETING DATES: 5 – 8 OCTOBER 2022

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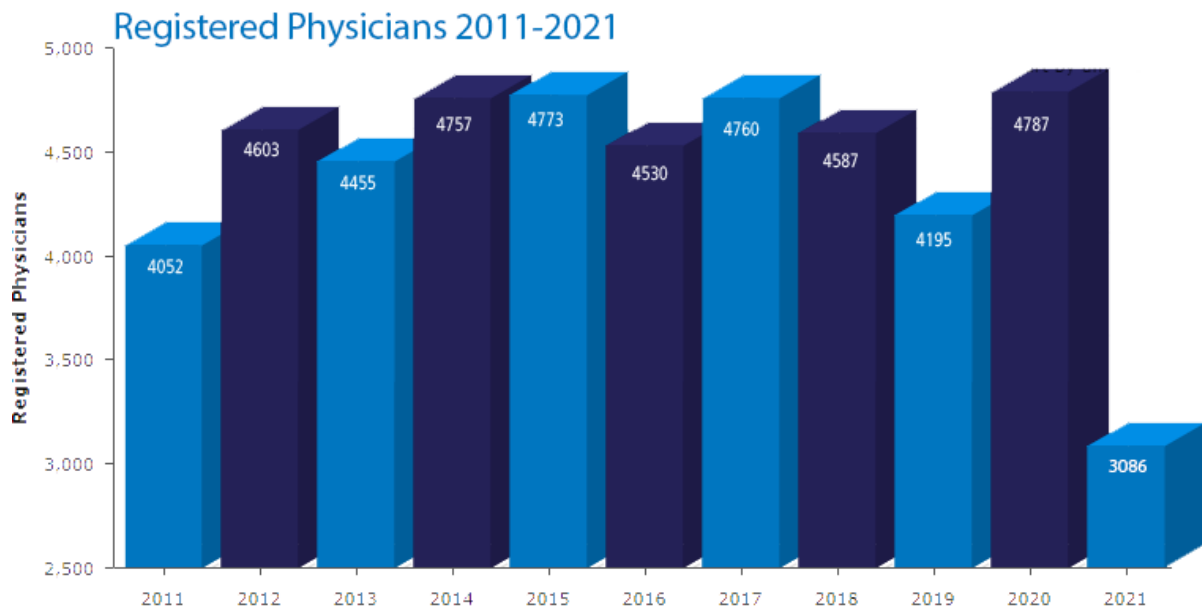
Please note: If you are interested in participating in the 2022 trade exhibition and you have already contacted us and received an acknowledgement email, your details will have been included in our database and information will be sent to you when available.

Information regarding the exhibition will always be addressed to the main contact, as per the records in our database.

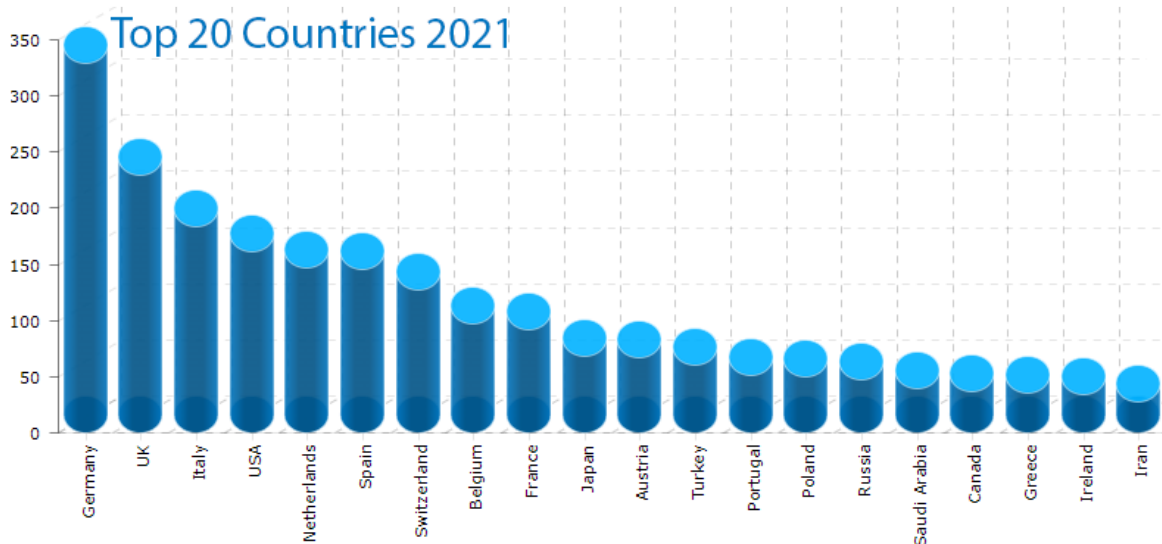
EACTS TRADE EXHIBITION / EXHIBITOR INFORMATION

The EACTS trade exhibition is an important and most time-efficient way to keep up to date with new to market technology, state of the art products, innovations, and developments in the cardiothoracic market. For exhibiting companies, an exhibition booth enables them to meet the people that matter to their business in one place, demonstrate new products and attract interest from new prospects and existing customers.

Our trade show attracts qualified visitors and the majority often have to buy responsibility. Exhibitors and visitors enjoy face-to-face meetings and the buzz about new products.



1. Germany
2. United Kingdom
3. Italy
4. United States
5. Netherlands



Exhibitors have the option to exhibit within the normal exhibition area or in the Learning labs area. The Learning labs area is specifically set aside for Industry to organise their own 'Hands-on' workshops, including wet and dry labs and any other small practice sessions. These sessions do not form part of the official scientific programme of

the Annual Meeting. Sessions are scheduled at pre-defined times, offered to delegates on an invitation-only basis, and restricted to a maximum of 10-15 people per session.

Approximately 50 companies exhibited over 1000 sqm (exhibition area and learning labs combined) at the 35th EACTS Annual Meeting in 2021, representing many industries associated with cardiothoracic surgery.

The Trade Exhibition is centrally located in the **MiCoSouth Wing –level 0** in close vicinity of the luncheon and F&B area and the session rooms. The Exhibitors can be assured of excellent facilities.

Please have a look at the Milan Congress Centre (MiCo), (<https://www.micomilano.it/it/>), the venue for this year’s event.

FLOOR PLAN & BOOTH APPLICATION PACK / RESERVE YOUR BOOTH FOR THE 2022 EACTS ANNUAL MEETING

The floor plan and booth application pack will be available in late spring. Once the floor plan and booth application pack are available, exhibitors registered in our database will be notified that applications are open.

ASSIGNMENT OF BOOTH SPACE

Application notes:

- Application for booth space must be made on the Booth Application Form provided in the booth Application Pack.
- Applications will be dealt with in strict order of receipt and booth choice on a first-come, first-served basis.
- If your booth choice is already taken, you will be advised. This is a common occurrence as booths are usually nominated by several companies.
- While EACTS attempts to accommodate exhibitor requests regarding booth location, such requests cannot be guaranteed. In the event of a conflict regarding space or other material conditions, EACTS shall have the right to assign space to the exhibitor, rearrange the floor plan, and/or relocate any exhibit at any time before or during the period of the exhibition.
- Only signed application forms will be accepted, by scanned PDF. Email-only applications will not be accepted.

EXHIBITION SCHEDULE / DATES & OPENING HOURS

Day	Date	Registration	Scientific Sessions	Satellites	Exhibition & Learning labs
Tuesday	4 October	16:00 – 18:00	-	-	-
Wednesday	5 October	08:00 – 18:00	TECHNO-COLLEGE 11:00 – 18:00	-	-
Thursday	6 October	07:00 – 18:00	08:15 – 17:30	12:45 – 14:00 & 18:00 – 19:15	09:00 – 18:30 Welcome Reception

					17:00 – 18:30
Friday	7 October	07:45 – 18:00	08:15 – 17:30	12:45 – 14:00	09:00 – 17:00
Saturday	8 October	07:45 – 18:00	08:30 – 17:30		09:00 – 14:00

N.B. Times may be subject to change.

BOOTH PRICING

The cost per square meter (sqm) is €602.50* + Italian VAT where applicable. The minimum exhibition space that can be hired is 9 sqm.

*general waste disposal fee of €2.50

The rental is for bare floor space only (including general amenities listed below), but does not include carpet, furniture installations, or electricity.

The stand rental includes the following:

- General security service during the official construction and dismantling period
- General security service during the official congress period
- Fire protection
- General lighting
- Air-conditioning
- Heating
- General cleaning of the aisles
- Normal waste disposal (plastic and/or paper) *

* For the disposal of stand constructing materials such as wood, metal, or bulky constructions etc., those must be removed by the stand builder company.

EXHIBITION STANDS

The exhibition halls are centrally located between all session rooms, which facilitates smooth loading and a wide variety of stand configurations.

Island 4 open sides, free built, **max build height 4.0m**

sites:

In-line Shell scheme - see shell scheme templates, **max build height 2.5m**

sites:

Shell scheme is available to all stands and is charged as an additional cost via the service provider catalogue. **The shell scheme is compulsory for all stands that are sited adjacent to other booths.** There will be two shell scheme options available.

- Shell Scheme 1
 White bilaminated panels with natural aluminium frame
 height 2.50m
 Fascia board with company name and booth number
 height 30 cm
 LED spotlights
 Electrical line with multiple socket – up to 3 Kw
 Carpet flooring 9 sqm
 Pre inauguration cleaning
Price: €422 + VAT

- Shell Scheme 2
 White bilaminated panels with natural aluminium frame
 height 2.50m
 Fascia board with company name and booth number
 height 30 cm
 LED spotlights
 Electrical line with multiple socket – up to 3 Kw
 Carpet flooring 9 sqm
 Rectangular table with 3 chairs
 Wastepaper bin (1)
 Coat hanger (1)
 Pre-inauguration cleaning
Price: €475 + VAT

Additional items must be ordered separately from the Exhibitor Services website (vice Manual) at a further cost. Examples below:

Audiovisuals	Carpet
Catering Services	Computers and Peripherals
Custom Services	Digital Printing Services
Electrical Services	Extra Cleaning
Extra Time Work	Fascia Board Name
Fire Extinguisher	Flowers & Plants
Furniture	Hanging Services
IT Services	Parking
Photo and Video Services	Temporary Staff
Vehicle passes and Staff name badges for Build-up and Break-down	Waste Collection

The Exhibitor shall submit plans of their booth(s) to the Organisers no later than **13 August 2021** for approval. No display, booth fitting, or exhibit shall exceed the height specified in the Exhibitor's Manual, without the Organisers' prior consent.

An invoice will be sent as soon as the stand location is confirmed. Invoicing of payments for floor space and any additional requests will be made in Euro. Payments must be made free of bank and other charges for the beneficiary. The Exhibitor shall pay the total cost of the booth(s) allocated within 14 days of the date of the invoice issued by the Organisers. If the invoice is not paid by this date the Organisers may re-allocate the booth space to another Company without any liability to the Exhibitor. Payments must be made by bank transfer in Euro. All the Organisers' charges are exclusive of any applicable Value Added Tax, for which the Exhibitor shall be additionally liable. The Organisers shall have the right to refuse to permit the Exhibitor to occupy or use the booth until all sums due to the Organisers from the Exhibitor have been paid. The Exhibition Service Manual, including all technical order forms, will be available from June 2022 on the EACTS website.

TIMETABLE

Definitive times for hours of operation and various deadlines will be confirmed in the Exhibition Service Manual. However, the following timetables provide a guideline.

Construction of Exhibition Stands / Learning labss Sites

Day	Date	Time	Type of Booth
Tuesday	4 October	07:00-13:00	Move in; Space only "Island" booths; self-builds in inline locations.
Tuesday	4 October	13:00 – 19:00	Build up; Space only "island" booths and self-builds in inline locations.
Wednesday	5 October	07:00 – 22:00	Build-up; Space only "Island" booths and self-builds in inline locations.
Wednesday	5 October	12:00 – 22:00	Build up; Shell scheme/Inline exhibitors
Thursday	6 October	09:00	All booths must be operational
Thursday	6 October	09:00	Exhibition Opening
Thursday	6 October	17:00 – 18:30	Welcome Reception

N.B. Times may be subject to change

All exhibitions stand construction must be completed, and the stand fully operational by 09:00 on Thursday 6 October, by which time aisles must be cleared of exhibition material, empty boxes and crates, and trucks should have left the exhibition area. An informal reception at which drinks and canapés will be served will be held in the Exhibition areas for registered delegates, exhibitors, and exhibition visitors from 17:00 – 18:30.

Dismantling of Stands

Day	Date	Time
Saturday	7 October	14:00 – 24:00
Sunday	8 October	08:00 – 12:00*

(*Hall to be clear of all stand fitting materials and boxes by 12:00)

N.B. Times may be subject to change

No prior dismantling is allowed. All exhibits, booth fitting and display materials must be removed by 12:00 on Sunday 9 October. Exhibitors will be charged for unauthorised use of additional time and for the disposal of any materials remaining in the halls after this time including any consequent venue hire costs.

IMPORTANT DEADLINES

Floor Plan and Application for Exhibition Booth released	Late Spring
Deadline for the receipt of the Application for Exhibition Booth	As soon as possible, on a first-come first-served basis
Confirmation of stand allocation	Within the next 10 working days after receipt of Application for Exhibition Booth
100% payment for exhibition space	within 14 days of the date of the invoice issued by the Organisers
Online circulation of Exhibition Service Manual	June 2022
Free-build stand design plans to be submitted	6 August 2022
Order forms for additional technical requirements, Exhibitor Services Website	Tbc

BEYOND THE BOOTH

The following opportunities will be offered to exhibitors at the EACTS 36th Annual Meeting:

ADVERTISING & COMMUNICATION

SATELLITE SYMPOSIA

If you have questions about these opportunities, please INDUSTRY@EACTS.CO.UK