



airbag 2018

international symposium and accompanying exhibition on sophisticated car safety systems

Important information at a glance

Date

26 - 28 November 2018 in Mannheim

Location

(Delivery address):

Congress Center Rosengarten Mannheim

Rosengartenplatz 2

D-68161 Mannheim

[Website](#)

Phone: +49 (0)621 4106-0

Delivery will only be possible once stand construction has commenced (from 24.11). Please note that **deliveries must be made directly to your exhibition stand.** The Congress Center Rosengarten and the organizer will not accept deliveries and assume no liability for deliveries.

Please use the following address for all deliveries of advertisements, leaflets and other items:

**m:con Congress Center Rosengarten
airbag 2018 – Begleitende Fachausstellung**

Company name

Name of the on-site contact

Mobile number of the on-site contact

Stand number

Rosengartenplatz 2

68161 Mannheim

For organizational reasons, **deliveries before 24 November** must be made via Spedition Schenker (for the address see Service Handbook "Empties", page 12) **at the expense of the sender.** Incorrectly delivered objects will be returned **at the expense of the sender.**

Delivery times and information

Delivery times:

Stand area "FREESTYLE":

Saturday, 24.11.2018,

08.00 a.m – 10.00 a.m → Stands larger than 50 m²

10.00 a.m – 12.00 p.m → Stands 25 – 50 m²

12.00 p.m – 10.00 p.m → Stands up to 25 m²

Monday, 26.11.2018

7.00 a.m – 1.00 p.m → Remaining deliveries

(the **complete stands "STANDARD" and "ONE SIZE"** can only be occupied on Monday!)

Due to the limited delivery areas for trailer trucks (40 t.), we recommend a delivery with trucks up to max. 12 t. **Delivery with a trailer truck (40 t.) both during assembly and dismantling must be registered with the exhibition organization by 28.09.2018** (see contact details in the Service Handbook, page 7).

Please note that there may be waiting times when delivering with trailer trucks.

Please also note that exhibition material may only be unloaded until 10.00 p.m due to noise disturbance. Set-up inside the building is permitted after 10.00 p.m, provided that this has been approved in advance by the organizer.

Set-up

Set-up times:

Saturday, 24.11.2018,

08.00 a.m – 10.00 p.m

Sunday, 25.11.2018,

07.00 a.m – 00.00 a.m → set-up only INSIDE THE BUILDING,
NO deliveries, NO loading activities!

Monday, 26.11.2018,

07.00 a.m – 1.00 p.m → Remaining assembly, equipping the complete stands "STANDARD" and "ONE SIZE"

End of set-up: Monday, 26. November, 1.00 p.m

Dismantling of the exhibition stands

Dismantling times:

Wednesday, 28.11.2018,

4.00 p.m – 10.00 p.m

10.00 p.m – 00.00 a.m → NO loading and unloading, only dismantling inside the building

No trucks are allowed on the outer grounds of the Congress Center Rosengarten before 4.00 p.m. Due to traffic jams in the city center we advise you not to arrive too early.

Collection times and information

Please note that the following delivery and collection times, which are organized according to stand size, must be strictly observed:

Wednesday, 28.11.2018,

4.00 p.m – 5.00 p.m → Delivery of empties for stands larger than 50 m²

5.00 p.m – 6.30 p.m → Delivery of empties for stands up to 50 m²

Wednesday, 28.11.2018, 4.00 p.m – 10.00 p.m

→ Collection of small stands via the underground car park

6.30 p.m – 7.30 p.m → Collection of stands up to 25 m²

7.30 p.m – 8.30 p.m → Collection of stands up to 50 m²

8.30 p.m – 10.00 p.m → Collection of stands larger than 50 m²

Thursday, 29.11.2018,

07:00 a.m – 10:00 a.m → Collection with permission

If you need to collect material on Thursday, 29.11.2018, this must be registered with the exhibition organizers (see contact details in the Service Handbook, page 7) by **28.09.2018**.

Due to the limited space available for trailer trucks, we recommend that empties are stored and delivered by Spedition Schenker (see contact details on page 12).

Please note that, due to noise disturbance, exhibits may only be loaded until 10.00 p.m.

The dismantling times must be strictly observed, otherwise current and subsequent events will be disrupted. Stands that are not dismantled on time will be removed for a fee!

Service Handbook

All technical guidelines and regulations of the Congress Center Rosengarten can be found in the [Service Handbook](#).

Stand height: Please refer to the attached plan for further information on your specific stand height!

Floor height: All floor coverings higher than 4 mm must be approved and highlighted in a contrasting color, and must not present a tripping hazard. In addition, floor coverings higher than 2.5 cm must be equipped with beveled edges in contrasting color or backlighting of the standing edges.

Parking space / storage

Please read the comprehensive information on delivery, loading and unloading and parking provided by the Congress Center Rosengarten. This information can be found in the [Service Handbook](#).

It is not possible to store empty containers in the exhibition hall during the event. Please note that cars used for delivery or collection must use the underground paid-parking garage. Only vehicles with a height of more than 1.90 m are allowed on the grounds during construction and dismantling, and only for the purpose of loading and unloading. Parking is not permitted on the CCR grounds.

Service

Rented furniture, broadband internet connection, etc.

Other **additional equipment** such as rented furniture, flowers, stand surveillance, etc. can be [ordered directly from the Congress Center Rosengarten](#) **by 30 October**.

Information on electricity connection

For exhibitors with "FREESTYLE" stands: if required, an electricity connection must be ordered by 30 October. Please use the [online form](#) for your order.

For exhibitors **with "ONE SIZE" stands or ready-made "STANDARD" stands:** an **electricity connection is already included in the stand package** and does not need to be ordered separately. These exhibitors have access to a 230 V electricity connection with 3 outlets.

Hotel reservations

Reservations can be made using [this link](#)

Taxi Mannheim: +49 (0) 621 / 2 18 18 or +49 (0) 621 / 44 40 44

Exhibitor catalog
(DIN long format)

Four possible options for your entry in the exhibitor catalog are attached to this e-mail. Please choose one option and send your company profile (in English) in the selected format to Ms. Yvonne Hofmann. E-mail: yvonne.hofmann@ict.fraunhofer.de

Deadline: 17 September

Please send your logo as a vector graphic.

If desired: Please attach a photograph with sufficient resolution (at least 300 dpi in output size).

Exhibitor passes

Personalized conference tickets can also be used as exhibitor passes and will be available **from Monday, 26 November, 1 p.m.**, at the counters of the Congress Center Rosengarten.

Conference tickets

The conference tickets included in the exhibit package are personalized with your first and last name and will be available at the counters near the main entrance during the conference. They will be arranged in alphabetical order according to last name.

If you have not already done so, please send the full names of all participants (first and last names) to Ms. Manuela Wolff as soon as possible:

manuela.wolff@ict.fraunhofer.de

If you wish to purchase additional tickets (price for employees of exhibiting companies: 450 € plus 85.50 € VAT = 535.50 €), please contact:

Manuela Wolff, Fraunhofer ICT

Phone: ++49 (0)721-4640-121

E-mail: manuela.wolff@ict.fraunhofer.de

General conference information**Monday, 26 November**

2.00 p.m – 6.00 p.m Workshop

6.00 p.m – 9.00 p.m Welcome reception for all participants

Tuesday, 27 November

8:00 a.m – 6:15 p.m Conference

6.15 p.m – approx. 10.00 p.m Evening event

Wednesday, 28 November

8:00 a.m – approx. 3:30 p.m Conference

Details can be found in the program, which will be published in September/October 2018.

Contact exhibition organizer**Vera Keplinger**

Fraunhofer Institute for Chemical Technology ICT, Pfinzthal

Phone ++49 (0)721-4640-511

E-mail: vera.keplinger@ict.fraunhofer.de
