



INFORMATION FOR EXHIBITORS

15th International Conference on Ground Penetrating Radar

UNIVERSITE CATHOLIQUE DE LOUVAIN

SQUARE BRUSSELS MEETING CENTRE
BRUSSELS, BELGIUM

JUNE 30 – July 4, 2014

Terms and Conditions

Venue

The 15th International Conference on Ground Penetrating Radar (GPR 2014) will take place in the [Square Brussels Meeting Centre](#) in Brussels, Belgium, from June 30 to July 4, 2014.

The exhibition associated with the GPR 2014 conference will be organized in the Delvaux Foyer, Magritte Foyer and Silver Foyer of the Square Brussels Meeting centre, together with the poster areas and catering. All booth spaces are of equal quality and exposure.

General Exposure

The company name of the exhibitor will be prominently present on the following items:

1. Conference bag
2. Cover of the conference proceedings book
3. Cover of the conference proceedings PDF
4. The GPR 2014 website (<http://sites.uclouvain.be/GPR2014/exhibitors.html>)

Business presentations

For each exhibitor there will be a time slot to make a short business presentation for all conference attendants during the opening session of the conference on Monday morning, June 30, 2014. The total time slot for these short presentations will depend on the final program of the conference (around 3-5 minutes). On Wednesday July 2, 2014, an outdoor demonstration afternoon will be organised, where all companies can show their equipment and/or business activities.

Exhibition time table

Time slots for setting up and dismantling exhibition stands as well as exhibition opening hours, corresponding to the conference opening hours, will be communicated in due time and will depend on the final program of the conference. On Wednesday afternoon, July 2, 2014, an equipment demonstration for the participants will be arranged.

Height

The maximum height of the stands is 2.50 meters.

Fire and safety

Security and safety agents will be present during the conference opening hours.

Cleaning

Cleaning before and after the event is taken in charge by the Organizers. Exhibitors are responsible for cleaning their own stand during the event.

Electricity

One electricity point (220V) is included in the exhibition fee.

Delivery of goods

Delivery or removal of equipment must be made before or after exhibition hours. Deliveries should be arranged with the Organizers. Note that neither the Square Brussels Meeting Centre nor the Organisers can be held responsible for the delivered exhibition material.

Storage

Packing cases must be removed from the exhibition area and can be stored in a designated area in the Conference Centre. All packing material which is to be retained (e.g., for re-use) should be cleared from the building by the end of the conference (times will be communicated later).

Insurance

The exhibitor takes part in the exhibition entirely at his/her own risk. The Organisers of the GPR 2014 conference, the management of the Square Brussels Meeting Centre, the local authorities and the suppliers accept no liability for any loss or damage sustained or occasioned from any cause whatsoever. All exhibitors are advised to take out insurance against third party risks.

The exhibitor shall be responsible for the security of his/her stand and exhibits and it is recommended to pay close attention to the exhibits during the stand construction and dismantling periods. Valuable objects, which may easily be removed, should be locked away when the stand is not manned. Neither the Organisers nor the Square Brussels Meeting Centre accept any responsibility for goods stolen from exhibits.

Liability

The exhibitor acknowledges that he/she has no right to lodge damage claims against the organisers should the proceedings of the symposium and/or associated exhibition be hindered or prevented by unforeseen political or economical events or by force majeure.

Smoking

Smoking is not allowed in the Square Brussels Meeting Centre.

Contact

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