

FREQUENTLY-ASKED QUESTIONS

1. **WHAT IS THE MAXIMUM STAND HEIGHT?**

Each stand type has a different maximum height. Please carefully review the specific details for each type of stand. Also, please note that hanging signs/banners are only permitted for perimeter stands (noted in green on the floor plan).

Stand Height Limits

The maximum height for all raw exhibit space (regardless of size) located on the main aisles, which are highlighted in red on the floor plan, has been changed to 4.6m (15 ft).

- Inline stands may now have company identification (headers) up to a maximum of 3.05m (10 ft).

RAW EXHIBIT SPACE

	Main Aisle Location All size stands	Non-Main Aisle Location 180 sqm or larger	Non-Main Aisle Location under 180 sqm	Perimeter Location All size stands	Inline Raw
Maximum Height	4.6m	4.6m	6.1m	9.1m	Exhibit elements to 2.5m (8 ft); company header to 3.05m (10 ft).
Hard Walls	No more than 50% and all exposed walls must be finished	No more than 50% and all exposed walls must be finished	No more than 50% and all exposed walls must be finished	May have more than 50% hard walls and sides not visible to attendees may be unfinished	All walls must be finished.
Display Levels	May have one or more display levels	May have one or more display levels	May have one or more display levels	May have one or more display levels	N/a
Use of Space	Full use of the purchased exhibit space is permitted. Exhibit space may not cross over aisles.	Full use of the purchased exhibit space is permitted. Exhibit space may not cross over main aisles.	Full use of the purchased exhibit space is permitted. Exhibit space may not cross over main aisles.	Full use of the purchased exhibit space is permitted. Exhibit space may not cross over main aisles.	Full use of purchased space is permitted.
Stand Drawings Required to be Approved in Advance	Yes	Yes	Yes	Yes	Yes

FREQUENTLY-ASKED QUESTIONS

INLINE RAW EXHIBIT SPACE

- Maximum height of exhibit elements: 2.5m (8 ft)
- Company identification header permitted to a maximum height of 3.05m (10 ft)
- Detailed stand drawings must be submitted in advance for approval.
- All exposed elements must be finished.

INLINE SHELL-SCHEME EXHIBIT SPACE

- Maximum height: 2.5m (8 ft)
- Company identification header permitted to a maximum height of 3.05m (10 ft)

2. WHAT EQUIPMENT IS REQUIRED FOR MY STAND?

Exhibitors are responsible for providing floor covering for their entire purchased exhibit space, as EBACE management carpets aisles only.

3. ARE CHILDREN PERMITTED TO ATTEND EBACE?

EBACE is a business event. Exhibitors are requested to advise their sales people and customers that children under the age of 12 are never permitted on the exhibit floor or at the static display of aircraft – under any circumstances. Children ages 12 to 17 may access exhibits during official exhibit hours only provided that they register, pay appropriate fees and are accompanied by an adult at all times. Children between the ages of 12 to 17 will not be permitted in exhibit areas during installation and teardown.

EBACE will not be held responsible by or for any cause whatsoever.

Please note that Thursday, 31 May is the EBACE Career Day for middle school, high school and university students interested in pursuing future careers in business aviation. Exhibitors can expect to see students on the exhibit floor on this day.

4. ARE HANGING ELEMENTS PERMITTED IN MY STAND?

Hanging Signs:

- Exhibitors' hanging signs and other hanging exhibit elements are permitted only above perimeter stands, which are highlighted in green on the floor plan.

Lighting Trusses:

- Are permitted above island stands if:
 - They are approved in advance;
 - They are focused on the exhibitor's display;
 - They do not interfere with other exhibits.

Rigging:

- A maximum of 4 safety cables will be permitted, provided non-perimeter booths are ground supported. The use of safety cables and rigging points must be approved by EBACE management in advance.

All exhibitors requesting hanging signs, safety cables or spotlight rigging must submit the Stand Drawings Approval Request Form to EBACE management in advance for approval.

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5. WHAT IS AN EXHIBITOR-APPOINTED CONTRACTOR (EAC)/STAND BUILDER?

Exhibitor-appointed contractors and/or stand builders are independent contractors hired by exhibiting companies, including the labor that builds stands, stand supervisors, stand designers, independent display companies, delivery personnel, technicians, non-official show audio-visual companies, etc. All EACs and stand builders are required to provide EBACE Management a signed EAC Contract stating that they have the required insurance prior to working on site at Palexpo, or Geneva International Airport.

If an exhibitor utilizes the services of an EAC during official show hours, the exhibiting company must provide exhibitor badges for those personnel. These badges can be ordered online as part of the exhibitor's total allotment of badges.

6. WHAT IS A TARGETED MOVE-IN TIME – AND CAN IT BE CHANGED?

Each exhibiting company is assigned a target move-in date, which is the date the exhibiting company's freight should be scheduled to be delivered to their stand. Each date is determined by EBACE Management, IEL and Freeman, EMEA, the official service contractor for EBACE, based on the stand size and location and the time allotted for access to the exhibit hall. Adhering to the target move-in date is vital to allow all exhibitors accessibility to their stands and to guarantee the show can open on schedule.

Exhibitors wishing to adjust their target dates must submit a request in writing via email to ebacesetup@nbaa.org.