

## STATIC DISPLAY RULES

**All EBACE static display exhibitors must review and abide by these static display exhibitor rules. Additionally, exhibitors should review the exhibitor general information.**

### **AIRCRAFT ARRIVAL DEADLINE**

Geneva International Airport will use a Prior Permission Required (PPR) slot program for all arriving and departing aircraft. Exhibitors will receive PPR assignments directly from EBACE.

Arrival times are assigned by EBACE and will be considered the deadline for aircraft arrivals. In the interest of safety, EBACE management reserves the right to deny placement of aircraft not arriving by the required deadline.

**Aircraft on the static display are not permitted to leave before show closing on Thursday, 23 May 2019, at 14:00. Arrival slots for aircraft will be sent to exhibitors at least 30 days prior to the show.**

**Important:** If static display space is not occupied by 18:00 on Monday, 20 May 2019, or the aircraft misses its assigned arrival deadline, it will be considered canceled by the exhibitor. At that time, EBACE management shall use space as deemed appropriate and exhibit fees will be forfeited. This rule must be strictly enforced. Due to the size of the EBACE static display, late setups that result in late aircraft movements cause difficulties with other exhibitors and jeopardizes the opening of the exhibits.

### **ALLOCATION OF SPACE**

Due to limited ramp space at Geneva International Airport, eligibility rules are now in place for assignment of exhibit space for the static display of aircraft. Exhibitors that submit exhibit applications with payment in full by the 8 November 2018 deadline will be assigned static display priority based on the following criteria:

**Priority One:** Aircraft on display by original airframe manufacturers.

**Priority Two:** Previously-owned aircraft for sale

**Priority Three:** Aircraft with special modifications on display by exhibitors who meet minimum requirements for indoor exhibit space. EBACE Priority-Three static display exhibitors must purchase and occupy a minimum amount of indoor exhibit space in proportion to their static display space requirements based on the following scale:

## STATIC DISPLAY RULES

PRIORITY 3 STATIC DISPLAY SPACE	MINIMUM INDOOR EXHIBIT SPACE RESERVED
Up to 225 sqm	9 sqm
225 – 441 sqm	36 sqm
441 – 1,089 sqm	81 sqm
Over 1,089 sqm	225 sqm

**Note:** Mock-ups are not permitted on the static display. Therefore, static display exhibitors should plan accordingly to include mock-ups within their indoor exhibit space.

### EXHIBIT FEES

The cost per static display space is payable to EBACE management, with no billing coming from the airport. Normal and customary landing and handling fees are the responsibility of each aircraft exhibitor.

EBACE management has a policy of no refunds for transfer of funds for cancellations or downsizing at any time.

LEKTRO, Inc. has been designated the official aircraft towing company for the EBACE static display of aircraft. Aircraft movement fees are based on the Maximum Take Off Weight (MTOW) weight of the aircraft, as indicated in the schedule. EBACE management will collect these fees as a courtesy to exhibitors and will remit payments directly to LEKTRO, Inc.

Less than 6,000 lbs MTOW	\$450
6,000 lbs – 14,999 lbs MTOW	\$625
15,000 lbs – 34,999 lbs MTOW	\$800
35,000 lbs – 100,000 lbs MTOW	\$995
Over 100,000 lbs MTOW	\$1,825

Ancillary charges to support the static display exhibits will be billed directly by the vendors providing those services.

### AIRCRAFT PLACEMENT

For the safe and efficient placement of aircraft and equipment within the static display, a targeted layout will be used for this event. All aircraft must arrive before the assigned targeted deadline. In the interest of safety, EBACE management reserves the right to deny placement of aircraft not arriving by the required deadline. Aircraft on the static display are not permitted to leave before show closing on Thursday, 23 May 2019, at 14:00. Aircraft departures will also be scheduled by show management into the available departure slots as determined by the airport.

## STATIC DISPLAY RULES

### **MOVE-IN**

Aircraft arrivals and placement will take place on Sunday, 19 May 2019. General move-in and exhibit setup is Monday, 20 May 2019, from 07:00 to 19:00. Geneva International Airport is in continuous operation with airline and business aircraft activity. As such, early move-in is not permitted.

### **AIRCRAFT AUXILIARY POWER UNITS APUs**

Aircraft auxiliary power units (APUs) are not permitted to run during show hours or 30 minutes after arrival to 30 minutes prior to departure.

### **CARPET**

Aircraft entry carpet and walkway carpets are permitted on the static display; however carpet cannot be affixed to the pavement with nails, screws or glue. Double-sided carpet tape is permissible. Carpet must fit within the exhibitors purchased space. At no time should exhibitor carpet protrude into the aisles.

Immediately following the show closing on Thursday, 23 May, at 14:00, static display exhibitors or their designees must remove all carpet from the static display. Any remaining carpet will be identified by EBACE management for removal by Palexpo, with fees for removal services billed directly to the responsible exhibitor.

### **DISPLAY SITE ACCESS VIA PALEXPO**

Access between the static display of aircraft at Geneva International Airport and Palexpo Hall 7 is available via a shuttle bus. Access is limited to the hours listed below. Exhibitors who need after-hours access must make prior arrangements with EBACE management and will be required to hire the appropriate security.

#### **Static Display Shuttle Schedule:**

Monday, 20 May	07:00 – 19:00
Tuesday, 21 May	07:00 – 19:00
Wednesday, 22 May	07:00 – 19:00
Thursday, 23 May	07:00 – 15:00

### **DELIVERY TRUCK ACCESS**

Static display deliveries of exhibit and other materials must be coordinated directly with IEL. **Deliveries to the static display will only be accepted on Monday, 20 May 2019.** Delivery trucks must pass through Geneva International Airport security screening in order to access the static display site. Drivers should be prepared to show photo identification and vehicle registration during the security screening process. EBACE recommends that exhibitors allow a minimum two-hour advance notice to avoid security delays.



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## STATIC DISPLAY RULES

### ELECTRICAL SERVICE & LABOR

Palexpo is the exclusive provider of electrical service for EBACE. Standard electrical service can be provided for equipment needing 220 VAC and 400 VAC (50 or 60 Hz) service. Electrical service is billed directly from Palexpo to the exhibitor based on KVA required. This billing is in addition to and separate, from the EBACE static display space charges.

The price for your ground power units (GPUs) and air-conditioning units (ACUs) will include:

- Required power for ACU and GPU
- Electrical main for each stand according to requirements
- Installation and provisions of all necessary switchboards for power supply to include connections and assistance in putting them into operation
- Complete dismantling of the above-mentioned installations

### Contact:

**Charles Keller**, Chief of Electrical Service

Tel: +(41) 22 761 11 11 or +(41) 22 761 11 50 (Direct)

Email: [charles.keller@palexpo.ch](mailto:charles.keller@palexpo.ch)

### FBOs/GROUND HANDLING AGENTS

EBACE does not have a preferred FBO/handling agent. The following information on local agents is provided to assist with planning:

#### Jet Aviation S.A.

18, Chemin des Papillons PO Box 476,  
CH-1215, Geneva 15 Airport, Switzerland

Tel: +41-58-1581811

Fax: +41-58-1581815

SITA: GVAPJPP

FREQ: 130.65 MHz

Email: [dopah@jetaviation.com](mailto:dopah@jetaviation.com)

Web: [www.jetaviation.com](http://www.jetaviation.com)

1215, Genève 15, Switzerland

Tel: +41 22 306 1260

Fax: +41 22 306 1266

SITA: GVASEXH

FREQ: 131.675 MHz

Email: [gva.privatport@swissportexecutive.com](mailto:gva.privatport@swissportexecutive.com)

Web: [www.privatport.com](http://www.privatport.com)

#### Tag Aviation S.A.

PO Box 36

CH-1215, Geneva 15 Airport, Switzerland

Tel: +41-22-717-0123

Fax: +41-22-717-0126

SITA: GVAKPFP

FREQ: 131.95 MHz

AFTN: LSGGFPGP

Email: [handling.gva@tagaviation.com](mailto:handling.gva@tagaviation.com)

Web: [www.tagaviation.com](http://www.tagaviation.com)

#### Ruag Aviation

Rue Robert Adrien Stierlin N° 6

CH-1217 Meyrin - Switzerland

Tel: +41 (0) 22 710 44 34

Fax: +41 (0) 22 710 44 40

FREQ: 131.425 MHz

Email: [fbo.aviation@ruag.com](mailto:fbo.aviation@ruag.com)

#### Swissport Executive Aviation & Privatport

Ch. des Papillons 18

PO Box 572

## STATIC DISPLAY RULES

### **GROUND POWER UNITS (GPUs) & AIR-CONDITIONING UNITS (ACUs)**

AEM International is the exclusive provider of GPUs and ACUs at EBACE. All GPUs and ACUs must be sourced directly and solely from AEM. AEM recognizes the right of exhibitors to provide their own GPUs and ACUs at any or all static displays subject to the following:

- Exhibitor-owned GPUs and ACUs must be the wholly-owned property of the exhibitor and not the real property of the exhibitor's I&D contractor, display house, contracted third-party or agent or provided to the exhibitor under loan, lease or rent wherein full ownership of the equipment does not reside with the exhibitor at all times.
- Exhibitor-owned GPUs and ACUs approved by AEM for use at the static displays will be subject to an administrative fee from AEM to the exhibitor equal to 15% of the equivalent equipment quote value for GPUs and ACUs supplied by AEM. The administrative fee allows AEM International to maintain sufficient backup equipment that could be available to the exhibitor if needed.

#### **Contact:**

AEM International

Ulrich Koch

Tel: +1 (514) 695-1331

Email: [ukoch@aeminternational.com](mailto:ukoch@aeminternational.com)

### **SECURITY & LIABILITY**

While EBACE2019 exhibits are open, a limited amount of perimeter security staff will be provided.

Notwithstanding the foregoing, EBACE LLC, Palexpo SA and Geneva International Airport will not be liable for loss or damage to exhibitor's property, as further provided in the [Exhibitor Contract Terms & Conditions](#).

Exhibitors are advised to obtain additional insurance coverage in advance to cover losses such as theft and damage to property. Exhibitors should ensure valuables are secured with lock and key.

**Note:** Security for EBACE exhibitors and attendees wishing to access the static display may be increased. This may take the form of requesting photo IDs, electronic or wand scanning or such other security measures deemed necessary to secure Geneva International Airport.

### **SUPPORT VEHICLES**

No support vehicles of any kind may access the static display.

## STATIC DISPLAY RULES

### TEAR-DOWN

Static display exhibitor move-out begins immediately at show closing at 14:00 on Thursday, 23 May 2019. Aircraft movements will begin after 16:15 that same day.

#### Static Display Tear-Down Schedule:

14:00	Show closes to attendees
14:15-14:30	Security will escort attendees from static display
14:00-15:30	Exhibitors pack display materials – only exhibitors with badges and EACs with security wristbands are permitted on the static display.
15:45	Security clears ramp of all personnel
16:00	Once ramp is cleared, airport begins removing security barricade
16:15	First aircraft movements begin

Due to high levels of security at Geneva International Airport, only 1 ½ hours is allotted for exhibits tear-down. Exhibitors must plan their exhibit tear-down accordingly and plan to have all exhibit materials (signs, flags, banners, carpet, fence, furniture, etc.) packed and forklift-ready within this 1 ½ hour timeframe.

**Note:** Any exhibitor that leaves exhibit material and/or trash on the static display ramp after 15:30 on Thursday, May 23 May will be charged a clean-up fee of up to \$1,500.

Aircraft will be moved out of the static display in the approximate order they were moved into the static display. All exhibitors can anticipate their aircraft being moved within approximately three hours after the first movement (approximately 19:45). All aircraft must either depart or be returned to the exhibitor-appointed FBO by 20:00 on Thursday, 23 May 2019.

Departure reservations are required by Geneva International Airport and will be allocated by EBACE management and GVA to each departing aircraft. Exhibitors should inform EBACE management about their departure intentions as soon as practical. Due to the high number of departures on Thursday, 23 May 2019, last-minute adjustments to departure times may result in PPR slots not being available.

## STATIC DISPLAY RULES

### TENTS & STRUCTURES

- Tents and structures are **NOT** permitted on the EBACE static display ramp.
- Exhibitors are permitted to use market style umbrellas/parasols in their static display.
- Small aircraft entrance units (canopies) and aircraft signage are also permitted.
- All items on the static display must be secured with weights.
- No drilling will be permitted into the tarmac.
- Structures that require assembly/construction using nails, screws, saws, drills or other power tools are strictly prohibited.
- The assembly of aircraft signs using basic hand tools and common hardware is permissible.

### WASTE REMOVAL

Exhibitors and stand builders are responsible for removal of their waste during move-in and move-out at EBACE. Exhibitors and/or stand builders can order waste bins directly from the Palexpo Operations Department. In order to limit costs for waste removal, it is recommended that exhibitors and stand builders use recyclable materials for stand construction whenever practical.

**Note:** Any exhibitor that leaves exhibit material and/or trash on the static display ramp after 16:15 on Thursday, 23 May will be charged a cleanup fee of up to \$1,500.

### NBAA STATIC DISPLAY CONTACTS

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Email: [jhart@nbaa.org](mailto:jhart@nbaa.org)