



Construction and dismantling schedule for exhibitors

1st floor timetable

Construction on Wednesday, October 3

Stand construction (only Platinum stands) in **Park Hall** between 8-22 am

A Stands by external builders must be set up on production company authorised by the vendor is responsible for all transportation of stand structures, their reception at Tampere Hall, dismantling and removal

Stand construction in **Park Hall, Park Foyer, Winter Garden and hallway** between 4 pm-10 pm

- Stands will be ready for exhibitors at 4 pm.
- All products coming from the ALSO warehouse will be transported to the stands in roller cages.
- Use your ID card to enter - Registration at the main entrance from 4 pm onwards
- Please bring your goods through the S-door. Passage through the main entrance without goods.
- No lorry parking in the yard
- Help desk on the second floor during the construction phase
- Doors will close at 10 pm

Event day Thursday, October 4

Finishing touches at the stands between 7-8.30 am

- Use your ID card to enter at the main entrance
- Help desk on the second floor during the construction phase

Exhibition time between 9 am - 4 pm

- Stands operating normally
- Coffee and Bagels in Park Hall. Lunch at 2nd floor Food will be served in the downstairs hallways
- Self-financed coffee shop at Duetto (also the bar)

After-work at Duetto between 4 pm - 7 pm

- Park Hall will be closed, stands in the downstairs hallway and Winter Garden will be closed
- Access to the stands is limited and monitored, you can leave the goods at the stands during the After Work event
- If you wish to dismantle your stand, it must be done between 4 pm and 6.45 pm
- All guests are directed to second floor

Evening party in Park Hall between 7 pm-11 pm (all guests must leave by midnight)

- Stands in Park Hall, in the downstairs hallway and Winter Garden will be open
- The presenting in Park Hall can also be heard in the hallway

Note! We recommend re-opening your stand at 7 pm when the evening party starts, as all traffic takes place via the downstairs hallways to Park Hall.

Dismantling on Thursday, October 4 and Friday, October 5

Clearing items away from the stands (and possible stand dismantling) on Thursday between 4 and 6.45 pm

- Empty roller cages are brought to the stands.
- The exhibitor will pack all the goods that came from the ALSO warehouse and place them in the roller cage. ALSO will pick up the goods starting from 4 pm.

Stand dismantling on Thursday between 0.45 am-2 am and on Friday between 7 am - noon

- It is possible to dismantle your stand after the evening party guests leave until 2 am.
- All downstairs stands must be dismantled and all items cleared away by noon on Friday

2nd floor timetable

Construction on Wednesday, October 3

Exhibitor construction time is between 4 pm-10 pm

- Stands will be ready for exhibitors at 4 pm.
- All products coming from the ALSO warehouse will be transported to the stands in roller cages.
- Use your ID card to enter - Registration at main entrance from 4 pm onwards
- Please bring your goods through the S-door. Passage through the main entrance without goods.
- No lorry parking in the yard
- Help desk on the second floor during the construction phase
- Doors will close at 10 pm

Event day Thursday, October 4

Finishing touches at the stands between 7 - 8.30 am

- Use your ID card to enter at the main entrance
- Help desk on the second floor during the construction phase

Exhibition time between 9 am - 4 pm

- Stands operating normally
- Food will be served in the downstairs hallways
- Self-financed coffee shop at Duetto's (also the bar)

After-work at Duetto's between 4 pm - 7 pm

- Stands operating normally
- All guests are directed to second floor, Park Hall will be closed
- Bar is open
- Live music

The After-work event is a nice continuation for the upper-floor stands, and we hope that the stands in Duetto will remain open until 7 pm. If the exhibitor wishes to take down his stand, the goods brought to the stand must be neatly packed and left at the stand, from where the logistics will pick them up after 7 pm to the ALSO warehouse.

Evening party in Park Hall between 7 pm - 11 pm

Dismantling on Thursday, October 4 between 6 pm-10 pm, and on Friday, October 5 between 7 am-noon

Dismantling the Duetto's and the upper-floor stands on Thursday between 7 pm-10 pm

- The stand constructions are dismantled by the exhibition organiser.
- Empty roller cages are brought to the stands. The exhibitor will pack all the goods that came from the ALSO warehouse and place them in the roller cage. ALSO will handle the pick-up.
- If required, all other stand items can be packed and left by the wall next to the stand area for the duration of the evening. All items must be cleared away on Friday by noon.

Instructions for construction

Stand design

The standard height for walls that delimit the stands is 250 cm. If the stand's floor is raised by more than 12 cm, any open sides must be equipped with steps or railings must be installed. All visible constructs, accessories, and so on must be tidy and kept in impeccable condition throughout the duration of the exhibition. The designer must take into account that all constructs over 250 cm in height must also be neatened at the backside. Tampere Hall is responsible for all fastenings and suspensions in fixed structures. All materials and fabrics used at the stand must be fireproof.

If you are using your own WLAN/LAN router to create a network, plug the network cable in the router's WAN port. Otherwise it may occur that the router is acting as a DHCP server towards the exhibition network.

Design pre-approval

All wall and decorative constructs that exceed 250 cm in height must be authorised by the event organiser.

Instructions for construction

You must attach nothing to the walls, curtains, windows, or pillars. Only use tape with a light adhesive when attaching carpets. The exhibitor/constructor must remove all tape from the floor when dismantling the stand. Potential cleaning costs are charged from the exhibitor. From the help team that operates during the construction phase you can borrow tools (tape, rope and so on) to set up your stand. The carpets at stands that are ready will be vacuumed on Thursday morning. Please see that cardboard boxes and the like are cleared away from your stand on Wednesday evening.

Arrivals: <https://tampere-talo.fi/en/visitors/arrival/>

Parking

You can park for quick unloading at the Park Hall doors. After unloading the vehicle must be moved at once. There is, among others, the Tullintori parking hall very close to Tampere Hall.

For more information see www.tamperetalo.fi/pysakointi

Entrances

Property renovations were started in Tampere Hall in July 2015. This project causes some temporary changes to driving arrangements in the exhibition loading/unloading area and this may, from time to time, cause congestion. Tampere Hall staff will be available in the parking areas to help with any loading/unloading-related issues and can direct you to the correct entrances.

Contact information:

Exhibition construction and orders

Marjo Mattsson, <mailto:marjo.mattsson@dreamfactory.fi>

Suspensions and tall constructs

Jyri Tervakangas, <mailto:jyri.tervakangas@tampere-talo.fi>, +358 50 3887143

Logistics

Lauri Iso-Lähteenmäki, lauri.iso-lahteenmaki@also.com, +358 44 779 7340

IT

Tero Helminen <mailto:tero.helminen@inmics.fi>, +358 44 779 7305