

In-Flight Experience Summit

PARTICIPANTS GUIDE

October 18 & 19, 2022

ERSTE CAMPUS

AM BELVEDERE 1, A-1100 VIENNA, AUSTRIA

CONTACTS
SCHEDULE & AGENDA
RECEPTION DESK
BOOTH SET-UP
BOOTH FEATURES
ADDITIONAL FURNITURE
AUDIOVISUAL RENT

INTERNET ACCESS
LUNCH, BREAKS & COCKTAIL
DELIVERY ADDRESS
MOVE OUT
HOTELS & ACCOMMODATION
ACCESS TO THE VENUE
PARKING
ANNEXES

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advanced business events

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SCHEDULE & AGENDA

Monday, October 17th - ERSTE CAMPUS

16.00 – 18.30: Booth set-up

Tuesday, October 18th - ERSTE CAMPUS

07.30 – 09.00: Booth set-up

09.00 – 12.30: B2B Meetings & Exhibition (Atrium) & Summit (Grand Hall)

12.30 – 14.00: Lunch

14.00 – 18.00: B2B Meetings & Exhibition (Atrium) & Summit (Grand Hall)

18.30 – 22.00: Cocktail Reception

Wednesday, October 19th - ERSTE CAMPUS

09.00 – 12.30: B2B Meetings & Exhibition (Atrium) & Aviation Forum Austria (Grand Hall)

12.30 – 14.00: Lunch

14.00 – 17.00: Aviation Forum Austria

17.00 – 18.30: Materials removal from booth

17.00 – 20.00: Materials to be picked up by carrier at the Welcome Desk, afterwards from the mail department

BOOTH FEATURES



IFES Vienna offers hard walled booths. **We strongly recommend you to bring graphics to customize your space (pop-up stands, rollups...)**, as long as they fit within the dimensions of the selected booth and do not stick out. You must bring necessary materials to hang or paste your graphics (chains, adhesives and so forth). Noisy machines or sound systems are not allowed. **It is strictly forbidden to drill into the panels.** Your booth is equipped with an electric outlet. You must bring multiple outlets if you're planning to use several devices. **Each wall panel measures 1m (3.3ft) wide and 2.5m (8ft) high.**

To customize your booth please contact our official provider:

ARN MESSEBAU: Tel: +43 (0) 650 224 226 0- office@arnmessebau.at

How to place your order?

Please click on the following link: [Price List - Rental Furniture .pdf](#)

Basic Package 4sqm (2x2) H:2,5	Package Plus 8sqm (4x2)
	
Usable interior space 193x193cm & Height 240cm	Usable interior space 386x193cm & Height 240cm
<ul style="list-style-type: none">• 1 Table• 3 Chairs• Fascia Board	<ul style="list-style-type: none">• 2 Tables• 6 Chairs• Fascia Board

** Pictures are non-contractual*

BOOTH SET-UP

Set up time will be running from **16.00 to 18.30 on Monday, October 17**. For exhibitors unable to make it on Monday, it is recommended to arrive at ERSTE CAMPUS at **07.30 AM on Tuesday, October 18** to complete the set up and personalization of their booths.

EXTRA FURNITURE & AUDIOVISUAL RENTAL

All additional furniture & audiovisual material must be ordered through our official suppliers:

ARN MESSEBAU

How to place your order?

Please see ANNEXES

FINAL DEADLINE TO SUBMIT YOUR ORDER IS October 3rd, 2022

For any additional questions, please contact: Tel: +43 (0) 1 749 53 54 - dominik.arn@arnmessebau.at

INTERNET ACCESS

For your comfort, an internet access will be available free of charge during the event.

BUSINESS LUNCH, COFFEE BREAK & COCKTAIL

Business lunches will be served across the building in the restaurant Campus Bräu on October 18 and 19. There is an additional cost for lunches for extra delegates.

You can enjoy the coffee breaks free of charge from 10.00 to 11.00 and from 15.00 to 16.00.

All participants are invited to a **cocktail reception on October 18 from 18.30 to 22.00.**

RECEPTION DESK – ACCESS BADGE

Prior to arriving at the venue, please print your pass (badge) with QR code and bring it with you to the event for fast-track entry. Please note that we cannot scan bar codes from mobile device screens or tablets.

Upon arrival at the venue, please go to the reception desk for registration, health pass check (if applicable) and collect your lanyard(s).

Where to find your badge (pass):

- Please login to your account at the B2B matchmaking platform with your credentials [HERE](#)
- Open and **print your badge** from your home page by clicking on the pdf icon 'BADGE' next to your name.

Home My profile My selection My schedule Language Currency EURO ABE / BCI AEROSPACE

Welcome to your online profile

Manage your information and get access to all important details

Steps	Summary						
1. Your profile <ul style="list-style-type: none">Company descriptionDelegatesSelect package and EditPurchase order (PO)	<table><thead><tr><th>Company name</th><th>Delegates</th><th>Administrator</th></tr></thead><tbody><tr><td>ABE / BCI AEROSPACE 35-37 rue des abondances BOULOGNE BILLANCOURT CEDEX - FR Edit</td><td>Mariana MIU - BADGE Dang BUI - BADGE Edit</td><td>Dang BUI Edit</td></tr></tbody></table>	Company name	Delegates	Administrator	ABE / BCI AEROSPACE 35-37 rue des abondances BOULOGNE BILLANCOURT CEDEX - FR Edit	Mariana MIU - BADGE Dang BUI - BADGE Edit	Dang BUI Edit
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FREIGHT FORWARDING / DELIVERY ADDRESS / SHIPPING / HANDLING

All deliveries of equipment for your booth should be sent to the following address, indicating the name of the company and the name of the event "IN-FLIGHT EXPERIENCE SUMMIT VIENNA 2022":

ERSTE BANK RESTAURANTBETRIEBE GMBH
IN-FLIGHT EXPERIENCE SUMMIT VIENNA 2022
Attn: Ms Alexandra Kubicek
AM BELVEDERE 1, A-1100 VIENNA, AUSTRIA

Delivery date until **Monday October 17th, 2022.**

MOVE OUT

Mandatory date for pick-up of material: Your materials and equipment must be picked up by your outbound carrier **between 17.00 and 20.00 on Wednesday October 19th** from the welcome desk of the convention center. After that date the carrier can pick it up from the mail department.

NOTE: You are recommended not to leave your materials unattended. Advanced business events shall not be responsible for any damage caused to your equipment. Any materials or equipment left or unattended by **Thursday October 20th at 17.00** could be taken to a place the organizer deems appropriate at the participant's cost and risk.

HOTELS & ACCOMMODATION

Preferential rates for IFES Vienna 2022 attendees!

We have negotiated the best rates for your accommodation solution with our partner REVOLUGO.

Book early through the platform below for the best deals! <https://platform.revolugo.com/hotels?wid=in-flight-experience-summit-2022>

For any further information or group booking (9 rooms and more), please contact +33 (0)1-80-06-62-88 / reservations@revolugo.com

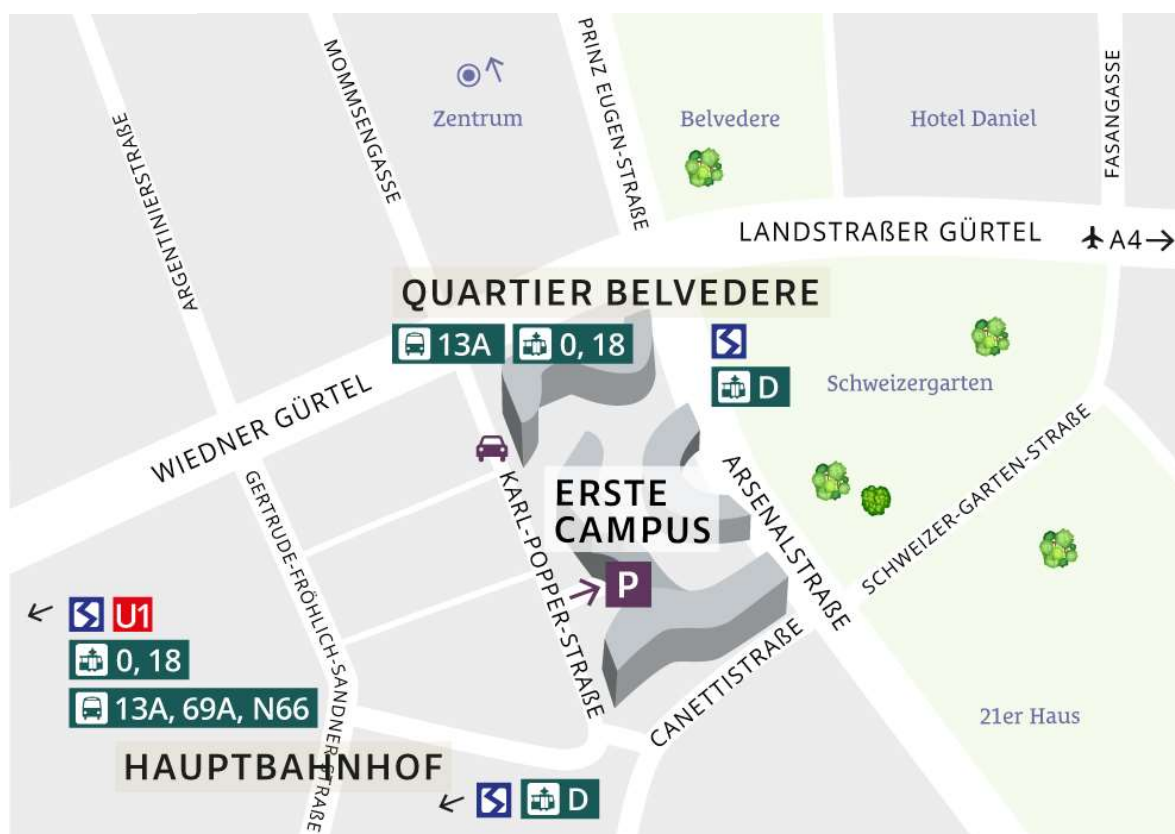
ACCESS TO THE VENUE

How to get there? Click [HERE](#)

PARKING

Parking garage: **Karl-Popper-Straße 8, 1100 Wien, Austria**

REVOLUGO EUR 2,60 / hour



ANNEXES

To place an order please send us :

- Article name / number
- Quantity
- Your Invoice Address (advance payment only)
- via Email to: office@arnmessebau.at

Please Note:

- Minimum order value: net € 99,00
- plus: Fixed Fee per order / exhibitor net € 49,90
(Fixed Fee includes shipping & return incl.
preparation & loading/unloading of goods,
setup & dismantling/cleaning, billing etc.)
- All Prices are quoted net (+20% VAT), in EURO (€)
- Payment in advance only (PIA)

PLEASE NOTE:

Orders will be billed in advance and cannot be refunded!
We can only fulfill orders after receipt of full payment.

- PRICES VALID UNTIL **15 SEPTEMBER 2022**
- ORDERS AFTER 15 SEPTEMBER **+25% EXTRA CHARGE**
- FINAL ORDER DEADLINE: **3 OCTOBER 2022**

Prices include rental fee for the entire duration of the event.

PLEASE NOTE:

Every order will be confirmed (via email). If you do not hear back from us within 3 business days please contact us again.
We can only execute orders that have been confirmed / invoiced by us and after receipt of full payment in advance.









Cancellation Fees:

50% for cancellations made less than 10 weeks before date of delivery
100% for cancellations made less than 8 weeks before date of delivery

Prices are net in Euro, excluding 20% VAT, ex works 1110 Vienna, prices are valid while stocks last. Advance payment only. Offer non-binding and subject to change, techn. changes, errors and mistakes reserved. Illustrations are symbolic (subject to deviations). All equipment is provided on loan for the duration of the trade fair and are not insured. Damage / loss is the responsibility of the tenant. Cleaning work for excessively heavily soiled goods will be billed.

Rental equipment

prices quoted net in Euro (€)
excl. taxes (+ 20 % VAT)

	Bar Stool Black / Chrome € 39,90 BS-0101		Brochure-Rack for DIN A4 (Portrait) € 49,90 BS-0102
	Aluminum Bar Table Height approx. 110cm Ø approx. 60cm € 49,90 BS-0103 optional white stretch cover SEE BOX ON THE RIGHT >>		optionally: White Stretch Cover for Bar Table Including Mounting & Washing after the Fair € 29,90 BS-0104
	Exhibition Counter "Eco" Aluminium / White open backside (no doors) Table Top: white, wood BxHxD ca. 101 x 52 x 110cm € 149,00 BS-0105 optional shelves / doors & lock SEE BOX ON THE RIGHT >>		optionally: shelves / doors lockable sliding doors surcharge € 49,90 BS-006 2 shelves surcharge € 49,90 BS-007
	Foldable Showcase (Acrylic) Height ca. 200cm DM ca. 45cm with lamp (power supply needed) (transparent panels: acrylic glass) € 249,90 BS-0108		Counter with printed front panel Counter € 149,00 (Rental) Printed Panel € 299,00 incl. print-setup, cutting, mounting - reusable panel - high resolution printing (4c) INFO: - Visible Size 950x900mm - Print Size (PDF) 964 x 914 mm width x height @ min. 100dpi (1:1)

Symbolic Picture

Standard Production
Time: ca. 6 weeks
(Express print / delivery
upon request)

Print Requirements:

- printable PDF
- Colors: CMYK
- Fonts converted to outlines
- Resolution for Images:
 min. 100 dpi @ 1:1
- Bleed: 10mm
- Safety Margin: 10mm

Prices are net in Euro, excluding 20% VAT, ex works 1110 Vienna, prices are valid while stocks last. Advance payment only. Offer non-binding and subject to change, techn. changes, errors and mistakes reserved. Illustrations are symbolic (subject to deviations). All equipment is provided on loan for the duration of the trade fair and are not insured. Damage / loss is the responsibility of the tenant. Cleaning work for excessively heavily soiled goods will be billed.

PRICE LIST

Rental Furniture and Booth-Equipment

ARN

Messebau

Rental equipment

prices quoted net in Euro (€)
excl. taxes (+ 20 % VAT)

	Poster-Display DIN A1 Display Stand for DIN A1 Portrait € 99,90 BS-0201 other available formats: A1 Landscape € 149,- A0 Portrait € 199,- A0 Landscape € 199,-		Spotlight, ca. 150 Watt € 99,90 BS-0202 (Mounting only possible in combination with walls)
	Chair "Expo" black/chrome € 29,00 BS-0203		Wall Coat Hook € 49,90 BS-0204 (Mounting only possible in combination with walls)
	Ballot Box / Lottery Box (acrylic glass) ca. 30x30x30cm € 49,90 BS-0205		Showcase (Glass) Aluminum / Wood / Glass Width x Depth x Height approx. 101x52x250cm lockable glass sliding doors Price upon request!
	Flatscreen TV-SET FULL HD LED, HDMI / USB Includes: - LED Screen - Loudspeakers + Remote Control - Flatscreen TV Stand (rollers on request) Price upon request!		Rollups e.g. 85x200 or 100x200cm Price upon request! (prices depending on quantity, size, delivery time and model)
Symbolic Picture PLEASE NOTE: (Readable Formats) USB FLASH DRIVES: FAT 32 formatting only Video Data: MP4 Photo Data: JPG NO Office formats! (Powerpoint, Excel, Word etc. are NOT readable)		Symbolic Picture Standard Production Time: ca. 6 weeks (Express print / delivery upon request)	

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