



Venue: Messukeskus Helsinki, Expo and Convention Centre - SIIPI

The exhibition is approaching, please find below important information on construction of the stand.

TIMETABLE

Stand construction:

Tue 12.11.2019 at 7.00 – 22.00

Doors: Siipi Entrance and V11-door

Event opening hours:

Wed 13.11.2019 at 9:00-17:00

Thu 14.11.2019 at 9:00-17:00

Fri 15.11.2019 at 9:00-16:00

Entrances for visitors: Siipi Entrance

Service hours:

Wed 13.11.2019 at 7:00-9:00

Thu 14.11.2019 at 7:00-9:00

Fri 15.11.2019 at 7:00-9:00

Doors: Siipi Entrance

Dismantling:

Fri 15.11.2019 at 16:00-22:00

Doors: Siipi Entrance and V11-door

For the security reason dismantling the stands can only start after the event is over (Fri 15.11.2019 at 16:00) The premises must be in their original condition on Fri 15.11.2019 by 22:00.

The forwarding service (Niemi® Tapahtumapalvelut Oy, tel +358 20 554 5670) moves any items left in the area away after the exhibition's dismantling hours are over. The items can be retrieved from the forwarding service's storage within the month. Messukeskus charges the exhibitor for any costs incurred. Any other procedure must be agreed upon in advance with the event organiser.

EXHIBITION OFFICE

Siipi exhibition office is located near Siipi entrance. Messukeskus Customer Service will serve you on Tue 12.11.2019 at 9:00-18:00 and Wed 13.11.2019 at 8:00-12:00.

Event Organizer will be on duty in the registration desk near Siipi entrance during exhibition opening times.

TECHNICAL ORDERS

You have received a message from the eMessukeskus. When you have created your own password and saved it, click the **eMessukeskus** logo to access the service.

If you need structures, electricity, furniture or other technical services for your stand, please place your order on **eMessukeskus service**. Remember to attach the required installation drawings to your orders. You can find the confirmed floor plan under "Stand documents" on your eMessukeskus service front page.

Note! Structures and decorations higher than 250 cm (walls and/or roll-ups etc.) closer than 2 meters from boundaries needs always a written permission from a neighbouring stands.

Please send the orders for technical services by 2.10.2019!

Note! Prices are increased as follows: +20 % from 3.10.2019 and +50% from 23.10.2019

For more information on technical orders please contact Technical supervisor Kaisa Fasta, kaisa.fasta@messukeskus.com or Messukeskus Customer Service asiakaspalvelu@messukeskus.com

RESTAURANT SERVICES

Fazer Food Services has the exclusive right to provide catering services and alcoholic beverages in Messukeskus. It is not allowed to bring any alcoholic beverages of your own to the restaurant premises (alcohol law). For catering and alcoholic beverages orders to your stand, please contact fazer.sales@messukeskus.com, tel. +358 40 450 3252

PARKING

Parking at the Messukeskus car park is always subject to a charge.

Congress Car Park is located near Siipi Entrance and it can be found at the end of Ratamestarinkatu. The address for GPS devices is Ratamestarinkatu 13.

The parking fee is €12, which allows you to park once and stay for 24 hours. By purchasing in advance, the cost of parking is discounted for subsequent days (€16 for 2 days, €24 for 3 days, etc.).

Payment options:

- By pre-purchasing parking for one or more days on the EuroPark web shop at <https://messuparkki.autopay.fi>
- On the Autopay website at www.autopay.io within 48 hours after the end of the parking. This does not require logging in or registration for the service. The payment card must have online payment enabled for it to be used.
- As a mobile payment with the EasyPark application, which can be downloaded from the App Store, Google Play or the Windows store. Note that there is a separate service fee charged for using the EasyPark app.
- By registering in the Autopay system at www.autopay.io, after which parking fees for registered vehicles are charged automatically from the user's payment card. The payment card must have online payment enabled for it to be used.
- By using the Messukeskus payment machines. The allotted exit time after a payment transaction is 60 minutes. It is possible to print out a parking receipt from the machine at the end of the payment transaction. You can also order the receipt to your mobile phone. Valid payment cards include the most common Electron, debit and credit cards. With combination cards, you can select whether to pay with debit or credit. The payment machines do not have a cash payment option.
- By EuroPark invoice in arrears, includes an invoicing fee.

Further information: <https://messukeskus.com/messukeskus/how-to-find-us/parking/?lang=en>

EuroPark Customer Service: info@europark.fi, tel. +358 20 7907 330.

PASSES

Exhibitor passes will be sent by email by the organizer Finnish Society of Surgery.

Construction passes will be delivered at Siipi Entrance and V11 door during construction times.

Passes are personal and are to be worn at Messukeskus at all times.

INSTRUCTIONS FOR DESIGNING THE STANDS

The floor material in the exhibition area mainly consists of anti-static carpet intended for public spaces. In some parts of the area, the floor is made out of concrete and natural stone tiles. We do not recommend a separate piece of carpeting, because it will not stay properly attached to the carpet. If you use a separate carpet, please install it on a board.

The only tape that can be used on the natural stone tiles and concrete is a tape with light adhesive. If tape with too strong adhesive (duct tape, double-sided mounting tape) has been used at the stand to attach decorations or the carpet, we will invoice the exhibitor afterwards for the cleaning costs incurred.

The exhibition structures, furniture and electricity can be ordered via the eMessukeskus online service. Using the service requires a user ID and password.

The maximum floor load is 400 kg/m² of even load, or a maximum of 3,000 kg of single-point load. The floor drain covers at the premises cannot withstand a load.

Using the premises' existing furniture at the exhibition area is not allowed, and you cannot attach anything to the fixed structures at the exhibition area. The exhibitor will be invoiced afterwards for any repair costs incurred due to possible unauthorised suspensions and fixture marks.

STORAGE AND SHIPMENTS ARRIVING AT THE STANDS

If you deliver shipments to the stands via suppliers, the shipping address is as follows:

Messukeskus/ Siipi
Operative Days 2019
Name of the exhibitor + stand number/premises
Messuaukio 1
FI-00520 HELSINKI

Messukeskus staff cannot sign for your shipments. The items cannot be stored at any other location before, during or after the event, except for the facilities of Niemi® Messupalvelut Oy, the forwarding service operating at Messukeskus, in which case the forwarding service staff takes care of shipping and signing for the items. For more information please contact Niemi expo@niemi.fi or +358 20 554 5670
The service is subject to a charge, and it must be ordered in advance.

CLEANING

SOL will take care of the public areas cleaning during Operative Days. For stand cleaning please contact SOL sol@messukeskus.com or tel +358 40 561 7848

WLAN

Wireless network called Messukeskus is available for exhibitors. No password is needed.

Program for Operative Days 2019 can be seen on site www.kirurgiyhdistys.fi
during October also in App Store/ Operative Days

We wish you a successful event!

The Finnish Society of Surgery and the Finnish Society of Anesthesiology

More info pls contact number tel. +358 40 7450552/Ms Kirsi Kuusela

e-mail: toimisto@kirurgiyhdistys.fi

Siipi Exhibition office tel +358 40 455 1283

Messukeskus Customer Service tel +358 40 450 3250