



TECHNICAL RULES & REGULATIONS OF THE EXHIBITION

The Technical Rules and Regulations, detailed below, include 3 parts:

- A- OBLIGATIONS OF THE EXHIBITORS
- B- TECHNICAL ELEMENTS AND INFRASTRUCTURES OF THE PALAIS DES CONGRES DE PARIS
- C- STAND FITTINGS

These instructions and recommendations may be completed by email or by sending a specific message or published on the exhibitor website

A- OBLIGATIONS OF THE EXHIBITORS

1. Neighborhood relations

Each Exhibitor must respect the neighborhood and do not be harmful in any way. In case of dispute, BGV DEVELOPPEMENT will be entitled to make any decisions such as to guarantee proper operation of the event.

2. Safety

The Exhibitor must conform strictly to the provisions of the Fire Safety Rules and Regulations and to the ones specific to the event, specified below.

Each Exhibitor is responsible for all of its equipment, this for the entire duration of the event (including installation and dismantling).

3. Installation / dismantling deliveries

During installation and dismantling phase, all delivery vehicles will have to be identify to have access to the delivery area of the Palais des Congrès de Paris

The "traffic department" of the Palais des Congrès de Paris will regulate vehicle movements.

Vehicles will be registered at the entrance of the regulation parking area. Each driver will receive a pass order depending on logistics set up by BGV during installation and dismantling periods. More updated information will be online on the exhibitor website one month before the JFR set up and sent by email to the JFR exhibitor contact..

Once unloaded, all vehicles must leave immediately, and they may not in any case park on the delivery docks (impending would be requested immediately).

If these instructions are not observed, the Exhibitor will be responsible for the actions of its service providers and other Exhibitor staff.

4. Demonstration

The Exhibitor bears full responsibility for the presentations and demonstrations to be made on its stand, and it will have to take all steps to guarantee the safety of the public admitted there.

Any demonstration and/or presentation of equipment must not in any case impair proper operation of the event, or give rise to disturbances of any nature whatsoever.

5. Safety Committee Inspection

The fittings must be completed at the time of the acceptance inspection by the Safety Committee. The Exhibitor must take all appropriate steps to enable it to examine them in detail.

The Exhibitor or its authorized agent must be present at the time of the said acceptance inspection. It must provide the Committee members with all information and attestations concerning the installations and the materials constituting the stand, except for the ones bearing a recognized quality mark.

6. Special authorization

The Exhibitor must send the following to BGV DEVELOPPEMENT at the latest three (3) months before the date on which the event is opened to the public:

- Requests for special authorizations, about dangerous equipments and materials, according to the French law and rules concerning building and events places with public attendees in particular for the equipment or use of the substances mentioned below:

- Heat or internal combustion engines (Article T 41)
- Machines using radioactive substances or generating X rays (Article T 43)
- Lasers (Article T 44)
- Smoke generator
- Acetylene, oxygen or other gases representing the same risks (Article T 45.2)

- The declarations (Articles T 8 and T 39) for the installations including:
 - Operating machines or devices
 - Electrical installation greater than 100 kW
 - Liquefied gases
 - Inflammable liquids (other than the ones in automobile tanks)
 - Machines generating a magnetic field

The documents relating to the particular authorizations or to the above-mentioned declarations must be addressed to the "Chargé de Sécurité" (Safety Manager) and to BGV.

Installation of elevated stands is prohibited. Ceilings and awnings canopy may be installed with due observance safety instructions. The Exhibitor has to file the request to BGV three (3) months before the opening of the Exhibition. The Exhibitor must indicate, in particular, the safety measures he has planned.

B – TECHNICAL ELEMENTS AND INFRASTRUCTURES

Permissible floor loads

Overload limitation: At the time of installation of their stand, the Exhibitors must respect the overload limits for the floors in the exhibition halls, namely 0,5 ton / m²).

Exceptional arrangements

Any transport and installation of loads exceeding the overload limit mentioned above are prohibited within the PALAIS DES CONGRÈS DE PARIS.

One-time loads

When handling loads that are generally permissible in limited surface areas, the resulting punching effect can also seriously damage the floors, whatever their material may be. The Exhibitor must make sure that the loads are distributed appropriately by having the handling staff include some flat and rigid surfaces on the route of the hoisting equipment.

Overloads in the outside zones

Signs giving a very clear indication of the authorized load limits are located in the accesses to and the surroundings of the buildings concerned. Those limits must be respected by the Exhibitors and the transporters called on to supply and clear the stands.

Attachment to structures

Suspension from the ceiling or the structure is allowed only at the attachment points and will be done only by the Palais des Congrès de Paris.

In a general way, all suspended elements are prohibited as well as any signs attached to the electric line ducts, the automatic water extinction network, the ventilation and fumes removal conduits, and in a general way any existing device or duct.

Storage areas

Inflammable and/or dangerous materials (explosives, toxic substances...) may not be stored in the display areas, in the stand storage facilities or in the corridors, or anywhere within the Palais des Congrès de Paris. Storage of all packing is for the Exhibitor's account.

C – STAND FITTINGS

The stand fittings must be realized in accordance with the provisions of Articles T 21 and T 24 of the Order of 18 November 1987.

All materials constituting the stands, including the ones used on the peripheral walls of the exhibition halls, must be covered by a fire reaction certificate pursuant to the provisions of the Order of 30 June 1983. The certificates are to be delivered to the Safety Manager, who will make them available to the Safety Committee.

We strongly advised to limit the height of walls at two meters and a half, and not to put up any signs and/or constructions too high, which would effectively obscure the visibility of the exhibition.

BGV DEVELOPPEMENT reserves the right to do away with or modify installations detracting from the appearance of the show or which disturb neighboring Exhibitors.

No nails, screws or glue may be used on the pillars and walls of the exhibition halls. The Exhibitor will be billed for any deterioration. However, the pillars included within the rental place may be covered by a fireproofed structure.



Pillars in limit or adjacent to the space benefit from this provision up to a maximum increase of 5% of the total volume of the pillar. The Exhibitor must respect the lines on the floor marking the limits of its space.

Signs must be reconstituted for persons affected by limited mobility.

The construction high is limited to three (3) meters. A formal written derogation can be granted for construction of a maximum height of 3,5m. In this case, the exhibitor will pay special attention to respect the work laws regulations of hygiene and safety.

Each stand must leave a minimum of 50 cm between its highest part and the false ceiling.

The stand construction drawings must always be delivered to BGV DEVELOPPEMENT. The deadline for receiving such drawings is two months and half (2,5) before the installation.

For stands of more than 60m², there must be a space of at least 50 cm between the stand and the aisles for all constructions.

For bare stand, the exhibitor (or his supplier) is responsible for checking the tracing/floor marking according to the technical floor-plan given by the organization. This check is imperatively done before noon the first day of the set up. Up to this time no claim will be admissible.

We recommend to the exhibitors to gather all the technical items to give to the safety manager on request.

These must include:

- Samples of materials with agreements documents (wood, carpet, fabrics,...).
- Technical plans and other construction elements

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