

Information for Exhibitors

December 14, 2007

Dear Exhibitor,

The Via Nordica 2008 Congress in Helsinki is getting closer and we want to give all of you exhibitors some information regarding the exhibition during the congress.

Exhibition timetable

The construction of the exhibition is on Saturday, June 7 and Sunday, June 8 between 07:00 and 22:00. The dismantling of the exhibition is on Wednesday, June 11 between 17:00 and 24:00.

The exhibition will officially open on Monday, June 9 at 09.30, but the exhibition space should be ready on Sunday. The Exhibition hours during the congress are on Monday from 09:30 to 17:30, on Tuesday from 08:00 to 17:30 and on Wednesday from 08:00 to 17:00.

Registration and fees

The registration payment of the exhibitors is 90 EUR/person, which includes entrance to the exhibition area and coffee and lunch during the congress. We kindly ask you to send a name list of your exhibitors before March 31. Name changes can be done until May 31, 2008. We will send you an invoice on the amount of exhibitors you register. The exhibitors will get a name badge, which they need for access to the exhibition and for coffee and lunches.

In case any of your exhibitors also want to attend the congress programme, they should register as regular participants online through the website and also make the hotel reservation at the same time. Please observe that these persons should not be on your exhibitors list.

The second invoice of your stand area reservation will be sent to you in January - February 2008.

Accommodation

In case you need hotel rooms for exhibitors not attending the congress as regular participants, we kindly ask you to send a hotel booking request by e-mail to the Congress Secretariat, where you inform us which hotel you would like to book, how many rooms you need and arrival and departure dates.

You will find the hotel choices at <http://www.vianordica2008.fi>. We will reserve your rooms and send you information on payment and cancellation terms and we will be your contact to the hotel.

Exhibition tickets for your guests

Please inform us of how many tickets (free of charge) you need for customers you would like to invite to the exhibition. The tickets will be changed into name badges at the reception. The badge entitles to free entrance to the exhibition, but not to any other programme of the congress.

Fairnet Service

In case you need to book equipment for your stand, you can easily do it through Fairnet, the trade-service of the Helsinki Fair Centre, which will be open from mid January. The Fair Centre will send a user name and a password by air mail to all the exhibitor firms, so that you are able to log on to Fairnet at www.finnexpo.fi.

The Congress Secretariat
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