



Bucharest - ROMANIA
February 13-15, 2018

Participants Technical Guide

February 13-15, 2018

ROMEXPO

Marasti Blvd, nr. 65-67
PO Box 32-3
011465 BUCURESTI
Romania
www.romexpo.ro

CONTACTS

EVENT SCHEDULE & AGENDA

RECEPTION DESK

BOOTH SET-UP

BOOTH DETAILS

ADDITIONAL FURNITURE / PRINTING

TECHNICAL SERVICES (i.e. power, water)

EATING AREAS

INTERNET

CONFERENCES & WORKSHOPS

SHIPPING

MOVE OUT

FLIGHTS, TRAINS & TAXIS

HOTELS

ACCESS TO THE VENUE

CONTACTS

General Organization :

advanced business events
 35-37, rue des Abondances
 92513 Boulogne cedex - France
 Tél : 01 41 86 41 60 - Fax : 01 46 03 86 26
 Site Internet : <http://romania.automotivemeetings.com>
 e-mai : automeetings_romania@advbe.com

Team :

Stéphanie FOYART



Event Manager

sfoyard@advbe.com

+33 1 41 86 41 60

Stéphane CASTET



CEO/Président

scastet@advbe.com

Suzanna DUHANEANU



sduhaneanu@advbe.com

+33 1 41 86 41 90

Andrea REINWART



areinwart@advbe.com

+33 1 41 86 41 54

Isabella BALDUCCI



ibalducci@advbe.it

+39 6 88 64 49 49

Lola AGUILAR



laquilar@advbe.it

+33 1 41 86 41 35

MARKETING & COMMUNICATION

Mariana MIU



mmiu@advbe.com

+33 1 41 86 41 25

LOGISTICS

Marion LUC



mluc@advbe.com

+33 5 32 09 20 07

EVENT SCHEDULE & AGENDA

Tuesday, February 13 (RomExpo)

02:00pm – 06:00pm : Plenary conference
 06.30pm: Cocktail

Wednesday, February 14 (RomExpo)

08.00am – 09.00am : Welcoming of registered participants
 09.00am – 12.30pm : Pre-arranged one-to-one meetings
 12.30pm – 02.00pm : Lunch
 02.00pm – 06.30pm : Pre-arranged one-to-one meetings
 06.30pm : End of the BtoB meetings

Thursday, February 15

07:00am – 08.00pm : visit of Compa, Star Assembly, Airbus Helicopters *

	Tuesday, February 13	Wednesday, February 14	Thursday, February 15
Set up hour	02.00pm / 06.00pm	07.30am / 09.00am	
Access to Exhibition Hall	02.00pm / 06.00pm	08.00am / 06.30pm	
Cocktail Reception	06.30pm / 08.00pm		
Move-out		06.30pm / 08.00pm	
Industrial sites visits			07.00am / 08.00pm

* *registration compulsory – limited number of participants (deadline for the passport details: 02/02/2018) / you have to pick only one site*

** *more details shortly*

RECEPTION DESK

Upon arrival at the Exhibition Center, all participants must go to the reception desk and collect their participant folders. The participant folder contains the following items

- Your Schedule of Meetings
- Your Name Badges
- Your Floor Plan & More

BOOTH SET-UP

Set up time will be running from **02:00 PM to 6.30 PM on Tuesday, February 13, 2018**. For exhibitors unable to make it on Tuesday, it is recommended to arrive at the Exhibition Center at **7.30 AM on Wednesday, February 14** to complete the set up and personalization of their booths.

AM Romania offers hard walled booths. **We strongly recommend you to bring graphics to customize your space**, or order custom-printed wall and fascia panels for a more professional appearance. Noisy machines or sound systems are not allowed. Also ensure that all equipment and graphics you'll bring can actually fit in your booth.

BOOTH DETAILS

Each wall panel measures 1m (3.3ft) wide and 2.5m (8.2ft) high. Exhibitors are welcome to bring pop-up stands, rollups and other graphics as long as they fit within the dimensions of the selected booth and do not stick out.

4sqm Booth Package 4sqm (2x2)	8sqm Booth Package 8sqm (4x2)
	
<ul style="list-style-type: none"> ✓ 1 table ✓ 3 chairs ✓ 1 fascia board ✓ Lightings & carpet 	<ul style="list-style-type: none"> ✓ 2 tables ✓ 6 chairs ✓ 1 fascia board ✓ Lightings & carpet

In order to customize your space*, we strongly recommend you to bring graphics. You must bring necessary materials to hang or paste your graphics (chains, adhesives and so forth). **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.

**booths only*

ADDITIONAL FURNITURE / PRINTING

• Default furniture:

Our official supplier, « ROMEXPO » offers an entire range of furniture, equipment & printed materials. You may trade your default furniture or order additional equipment at your own cost.

• How to place an order?

Simply contact the company and check the references in the attached catalogue (annexe) before **February 2nd, 2018**

• Printing services

Type of Promotional materials	Number of pieces	Rate*
Flyer 1/3 from A4 (dimensions: 90 x 200mm) paper DCL 115 gr/mp, 4+4 colours	1000 pieces 5000 pieces	250 € 450 €
Flyer A5 (dimensions: 150 x 210mm) paper DCL 115 gr/mp, 4+4 colours	1000 pieces 5000 pieces	250 € 450 €
Poster (dimensions: 480 x 680mm) paper DCL 150 gr/mp, 4+0 colours	100 pieces 200 pieces	200 € 260 €
Banner		30€/sqm

** the rates DO NOT include DTP services and VAT (20%)*

ROMEXPO

65-67 Marasti Blvd., District 1
Bucharest
ROMANIA
www.romexpo.ro

► Contact:

Ioana DUMITRU
T +40 21 207 70 00 / 1115
F +40 21 207 70 70
M +40 72 593 9373
ioana.dumitru@romexpo.ro

TECHNICAL SERVICES (i.e. power, water, handling)

For all technical orders, not included in your package, you must contact the appropriate person:

Services	Contacts
<ul style="list-style-type: none"> * any requirement related to power supply * water supply * phone supply and IT * rental of forklifts, nacelles or similar equipment * slings 	<p>Ioana DUMITRU Tel : +40 21 207 70 00 / 1115 Fax : +40 21 207 70 70 ioana.dumitru@romexpo.ro</p>

Dealines for order :

Before February, 2nd : Printing services
Before February, 7th : Furnitures and technical services

EATING AREAS

LUNCH

A business lunch will be catered on **February 14**.

COFFEE BREAK

Complementary hot and cold beverages will be offered to all the participants on **February 13 & 14**.

COCKTAIL GALA

A cocktail gala, offered to all the participants, will be held on **February 13**, at 06.30pm.

INTERNET

There is no WIFI available at the ROMEXPO.

CONFERENCES & WORKSHOPS

If you are leading a workshop the conference room will be fully equipped: projector, screen, microphone...

If you are not planning to bring your own laptop and have other queries, please let us know.

For all your queries and concerns please contact Stéphanie FOYART at:

sfoyard@advbe.com or +33 1 41 86 41 60

SHIPPING

Be sure to have your materials delivered from 02:00 PM on February 13, 2018. Any earlier deliveries will not be handled. Send them to the address below and **add the name of the event as well as your company name** on the label:

"AUTOMOTIVE MEETINGS ROMANIA"

Romexpo

Marasti Blvd, nr. 65-67

PO Box 32-3

011465 Bucuresti - ROMANIA

Materials Delivery date: from **February 13, 2018**

Materials Pick-up: from 6.00PM on **February 14, 2018**

MOVE-OUT

Exhibitors must have all their materials and equipment cleared from the booths by **8:00 PM on Wednesday, February 14, 2018**. **Your materials and equipment must be picked up by your outbound carrier by 8:30 PM on February 14** from the Exhibition Center.

NOTE: you are recommended to attend all your belongings at all times. ABE/BCI Aerospace shall not be responsible for any damage caused to your equipment or theft. Any materials or equipment left or unattended by **Thursday, February 15 at 09.00am**, could be taken to a place the organizer deems appropriate at the participant cost and risk.

FLIGHTS – TRAINS - TAXIS

→ FLIGHTS

Bucharest International Airports:

ROMEXPO is at a 15 minute distance from *Henri Coanda International Airport* (the main airport) and at a 5 minute distance from *Baneasa International Airport*

Bucharest Henri Coanda International Airport is located at about 16,5km from the city down-town.

The city center can be reached in ±20 to 30 minutes by:

- Car
- Train
- Public transportation
- Taxi

(More information on the sections below)

Bucharest Henri Coanda Information:

Tel: + 4 021 204 1000 / +4 021 201 4000

e-mail: contact@bucharestairports.ro

Website: www.bucharestairports.ro



Bucharest Băneasa - Aurel Vlaicu International Airport is located in the North side of Bucharest city on DN-1 National Road that leads to the north-western part of the country.

It is located 8.5 km distance from the city center (about 10 minutes), 1.5 km distance from World Trade Centre Complex, only 8 km distance from the main hotels.

Bucharest Băneasa - Aurel Vlaicu Information:

Tel : + 4 021 204 1000

e-mail: contact@bucharestairports.ro

Website: www.bucharestairports.ro

→ TRAINS

From the Airport to the "Gara de Nord" (main railway station):

The "Henri Coanda Express" trains connect Bucharest Henri Coandă International Airport and Bucharest North Railway Station (Gara de Nord).

- ⇒ The passengers can reach the CFR "Airport Stop" by shuttle buses departing from the Arrivals Terminal
- ⇒ Tickets for the train/transfer bus are available:
 - at the ticket office located in the International Arrivals public area
 - at all the railway station ticket offices and travel agencies
- ⇒ Ticket costs: 6,8 lei (± 1,50€)

From the "Gara de Nord" to the RomExpo:

Romexpo Exhibition Centre is at a 15 minute distance from "Gara de Nord" railway station.

Railway information:

- ⇒ Website: www.cfrcalatori.ro
- ⇒ Phone number: +40 (0)21/9521

→ PUBLIC TRANSPORTATION

From the Airports to the City Center:

- Henri Coandă International Airport:
 - ⇒ The 783 Express line connects Bucharest Henri Coandă International Airport with the city center. This line runs day and night. At night, the bus leaves every 40 minutes.
 - Airport stops are in front of the Arrivals and Departures Terminal
 - The card desk is in front of the Arrivals Terminal
- Băneasa - Aurel Vlaicu International Airport:
 - ⇒ Trolleybus/Bus 131, 148, 301, 335, 783 (Express Line)
 - ⇒ Tramway Line 5
 - ⇒ Subway Line M2 (Pipera and Aurel Vlaicu Stations)

From the Airport to the city railway stations:

- Henri Coandă International Airport:
 - ⇒ The 780 Express line connects Bucharest Henri Coandă International Airport with the Gara de Nord
 - Airport stops are in front of the Arrivals and Departures Terminal
 - The card desk is in front of the Arrivals Terminal

General information:





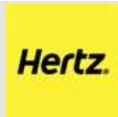




- ⇒ Price for one bus trip is 3,5 lei (±0,77€)
- ⇒ The magnetic card valid for two bus travels costs 7 lei (±1,5€)
- ⇒ Timetables for bus lines 780 & 783: http://www.ratb.ro/v_bus_expres.php
- ⇒ Timetables for other bus lines: www.ratb.ro/bus_urban.php
- ⇒ Subway map : www.metrorex.ro/harta.png
- ⇒ Website : www.ratb.ro

→ TAXI

Elegance Taxi	+40 (0)749.23.9688	Confort Taxi	+40 (0)745.50.9455	Touring Taxi	+40 (0)745.65.9465
Taxi Pelicanu	+40 (0)766.55.3343	Taxi Getax	+40 (0)742.24.3829	Next Taxi	+40 (0)744.96.3963
@tlas Taxi	+40 (0)754.33.9373	Taxi AS	+40 (0)745.77.9435	Venus Taxi	+40 (0)756.68.3697
Sprinter Taxi	+40 (0)757.33.8880	Taxi Astro Cargo	+40 (0)720.64.8248	Taxi Lasa	+40 (0)756.68.3697
Taxi Otopeni	+40 (0)763.62.0741	Mavi Taxi	+40 (0)722.00.9450	Taxi 2000	+40 (0)745.94.9494
Tess Taxi	+40 (0)751.11.9638	Taxi Pelicanul	+40 (0)752.33.9665	Eurostil Taxi	+40 (0)744.69.9426
Taxi d'Artex	+40 (0)745.96.3963	Sheriff Taxi	+40 (0)742.41.8184	Stass Taxi	+40 (0)746.30.9498
Taxi Leone	+40 (0)744.66.9425	Taxi Titan	+40 (0)741.16.9169	Taxi Perrozzi	+40 (0)722.96.3063
Taxi Geotax	+40 (0)744.48.9541	Speed Taxi	+40 (0)740.10.9477	Taxi Occident	+40 (0)744.28.0828
Taxi Total	+40 (0)745.68.5683	VYL Taxi	+40 (0)743.55.9410	Taxi Nic&Sun N°1	+40 (0)740.79.4975
Class Taxi	+40 (0)786.09.9493	Taxi Cobalcescu	+40 (0)745.60.0945	Taxi Bageti Star	+40 (0)722.96.1708
Cristaxi	+40 (0)744.44.9466	Fly Taxi	+40 (0)747.99.9440	Prof Taxi	+40 (0)745.01.8602
Flamingo Taxi	+40 (0)745.39.9427	Aris Taxi	+40 (0)741.11.9469	Grant Taxi	+40 (0)745.53.4343

→ CAR

Car Rental:

COMPANY	PHONE NUMBER	WEBSITE	COMPANY	PHONE NUMBER	WEBSITE
	Henri Coanda Airport +40 (0)722.63.6595	www.avis.ro		Henri Coanda Airport +40 (0) 21.9400	www.sixt.ro
	Henri Coanda Airport +40 (0)727.37.3799	www.eurocars.ro		City Center +40 (0)755.74.4481	www.active-rentacar.ro
	Baneasa Airport +40 (0)727.37.3799			Henri Coanda Airport & City Center +40 (0)216.65.2639	
	Henri Coanda Airport +40 (0)212.04.1278	www.hertz.ro		City Center +40 (0)726.61.6161	www.dpdrent.ro
	Henri Coanda Airport +40 (0)212.01.4937	www.europcar.ro		Henri Coanda Airport +40 (0)723.16.2679	www.rentacar4.ro
	City Center +40 (0)213.10.1797			City Center +40 (0)762.13.5800	www.wlcrent.com

HOTELS

Please find below a non-exhaustive list of the nearest hotels:

HOTEL		STARS	DISTANCE FROM ROMEXPO	CONTACT		WEBSITE
				PHONE NUMBER	EMAIL ADDRESS	
RAMADA HOTEL PARC		★★★★	600m	+40 (0)21.549.2300	reservations@ramadabucharestparc.ro	www.ramadabucharestparc.ro
BEST WESTERN EXPOCENTER HOTEL		★★★★	900m	+40 (0)21.795.7030	reception@bestwesternexpo.ro	www.bestwesternexpo.ro
CROWNE PLAZA BUCHAREST		★★★★★	450m	+40 (0)21.224.0034	reservations@crownplaza.ro	www.ihg.com/crowneplaza
PULLMAN HOTEL BUCHAREST WORLD TRADE CENTER		★★★★	600m	+40 (0)21.318.3000	h1714-re2@accor.com	www.accorhotels.com/pullman-bucharest
MONTE CARLO PALACE		★★★★	1,1km	+40 (0)21.668.4080	reservation@montecarlopalace.eu	www.montecarlopalace.eu

ACCESS TO THE VENUE



RomExpo
Hall C6
Marasti Blvd, nr. 65-67
PO Box 32-3
011465 BUCHAREST
Romania
www.romexpo.ro



The 2.000 parking spots available at ROMEXPO Exhibition Center will offer your cars comfort and security, during all the exhibition days.

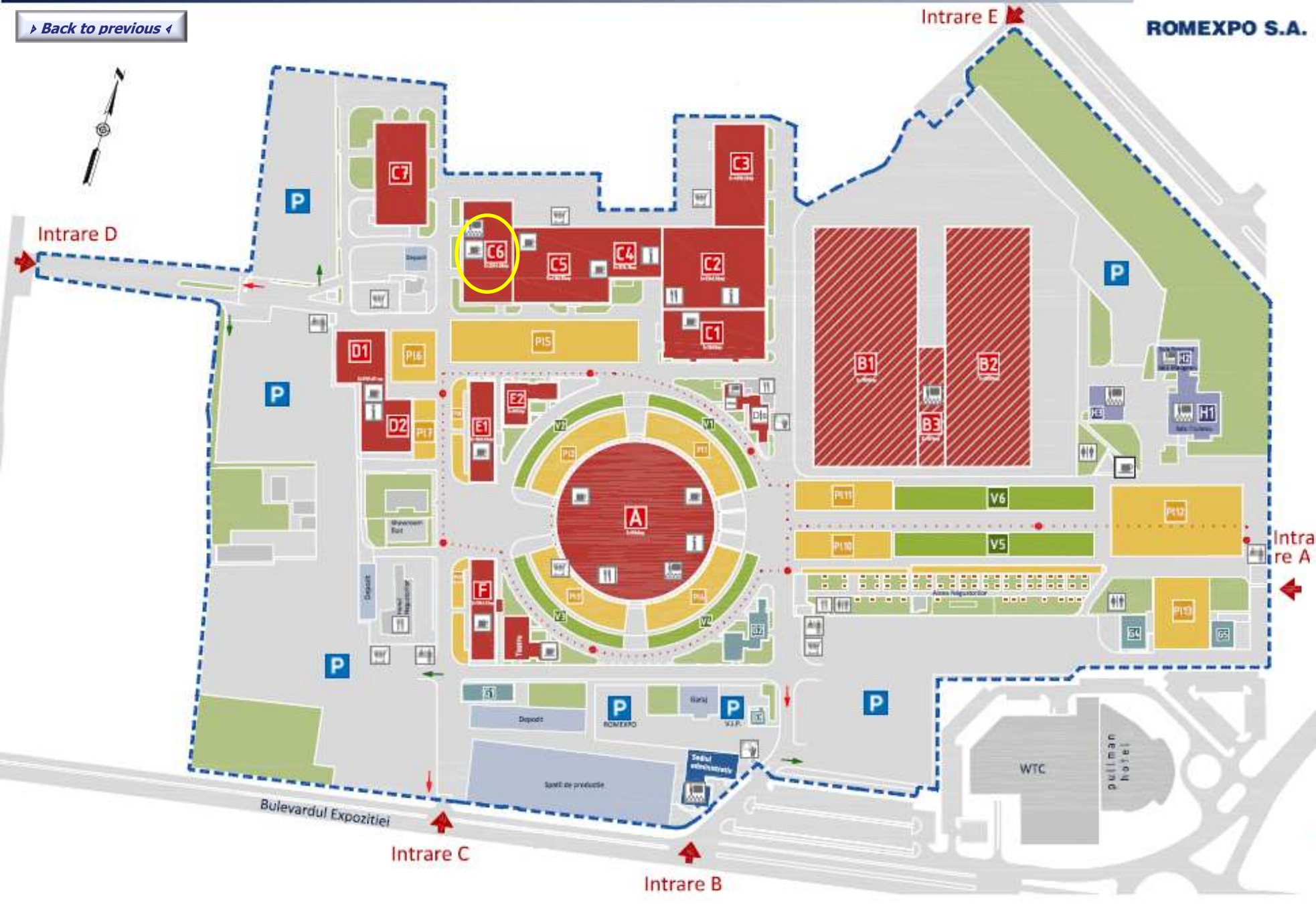
- ⇒ (Entry D or C)
- ⇒ (3 Lei/hour)

ANNEXES

Centrul expozițional Exhibition Center



[▶ Back to previous ◀](#)



Informatii generale

- paviloane expozitionale
- platforme expunere
- zona in curs de dezvoltare
- spatii verzi expunere
- birouri
- sali de conferinte
- Sediu administrativ ROMEXPO
- anexe
- stand exterior
- parcare
- statie RATB
- taxi

Servicii

- toalete
- centru conferinte
- punct informare
- casa de bilete
- cafea
- restaurant
- dispecerat
- bancomat
- centru de presa
- platforma carucioare expozanti
- traseu transport intern
- statie transport intern
- acces parcare
- iesire parcare

[▶ Back to previous ◀](#)

Company	Phone
Address	Mobile (of the contact person)
ZIP Code; City	Fax
Country	E-mail
Contact person	VAT no. / Registration no.

Order by fax: +40 21 207 70 70
 E-mail: events@romexpo.ro

ORDER: RENT OF FURNITURE

We order according with the items checked below and, we also accept the Special Conditions in the Application Contract and the General & Technical Conditions of the Fairs and Exhibitions organized within ROMEXPO Exhibition Centre.

Code	Quantity	No. crt.	Description	Tariff (EURO)
		01		
		02		
		03		
		04		
		05		
		06		
		07		
		08		
		09		
		10		
		11		
		12		
		13		
		14		
		15		
		16		
		17		
		18		

To all tariffs VAT (20%) should be added.

Final estimate will be sent after the order confirmation.

For orders sent in the mounting/dismounting period or during the event the payment will be cash or with credit card.

Delivery date of ordered furniture at stand:

Order date

City

Exhibitor stamp and signature



Total Mob table EUR 15.00
(low rounded)
Code 025.010.030.045



Granada bar table EUR 15.00
Code 025.010.030.042



ANSSI bar chair EUR 8.00
(with back)
Code 025.010.040.084



Gilbert chair EUR 7.00
Code 025.010.040.043 – oak
Code 025.010.040.044 – white
Code 025.010.040.045 – black



Leda chair EUR 7.00
(nickel)



Cortina chair EUR 6.00
(black)



Bar stool with backrest EUR 7.00
Code 025.010.040.081



ABS bar chair EUR 8.00
Code 025.010.040.082 – grey



China folding chair EUR 5.00
Code 025.010.040.021



Clear plastic chair EUR 7.00
Code 025.010.040.035



Aluminium chair EUR 10.00
Code 025.010.040.015



Plastic chair EUR 2.00
(white)
Code 025.010.040.060



Bar stool EUR 7.00
Code 025.010.040.079 – white
Code 025.010.040.080 – black



SYMA desk showcase EUR 35.00
Code 025.010.150.080
(50 x 100 x 70 cm)



Showcase EUR 75.00
Code 024.000.140.100
(100 x 100 x 203 cm)



Showcase table rhomboid EUR 40.00
Code 025.010.200.011
(134 x 95 x 60 cm)



Locker
Code 024.000.140.040
(50 x 100 x 96 cm)

EUR 30.00



Sinaia shelves rack (black)
Code 025.010.090.050
(27 x 80 x 152 cm)

EUR 7.00



Showcase-table
Code 024.000.140.050
(70 x 100 x 100 cm)

EUR 35.00



Display cube
Code 024.000.140.010
(50 x 50 x 50 cm)

EUR 12.00



Shelves rack
Code 024.000.140.070
(29 x 94 x 150 cm)

EUR 30.00



Display parallelepiped (high)
Code 024.000.140.020
(50 x 50 x 100 cm)

EUR 15.00



Information desk
Code 024.000.140.080
(50 x 90 x 100 cm)

EUR 30.00



Desk showcase-hexagonal
Code 025.010.200.013
(70 x 95 x 70 cm)

EUR 40.00



Showcase table
Code 024.000.140.060
(50 x 100 x 100 cm)

EUR 35.00



Information desk
Code 024.000.140.090
(50 x 90 x 90 cm)

EUR 30.00



Vienna table showcase
Code 025.010.160.030
(50 x 100 x 115 cm)

EUR 35.00



TN885 table showcase
Code 025.010.200.016
(125 x 95 x 60 cm)

EUR 40.00



F504 showcase
Code 025.010.200.029
(100 x 45 x 200 cm)

EUR 60.00



Bar counter
Code 024.000.140.120
(95 x 70 x 115 cm)

EUR 45.00



SMADO desk showcase
Code 025.010.160.040
(50 x 100 x 70 cm)

EUR 35.00



SMADO wall showcase
Code 025.010.160.050
(100 x 100 x 25 cm)

EUR 30.00

To all tariffs VAT (20%) should be added



Table showcase-stairs EUR 40.00
Code 025.010.200.010
(100 x 95 x 60 cm)



Showcase EUR 50.00
Code 025.010.150.060
(50 x 50 x 203 cm)



Showcase EUR 60.00
Code 024.000.140.110
(50 x 100 x 203 cm)



Display parallelepiped (reclining) EUR 15.00
Code 024.000.140.030
(50 x 100 x 50 cm)



F510 showcase EUR 80.00
Code 025.010.200.031
(130 x 45 x 200 cm)



VN500 showcase EUR 50.00
Code 025.010.200.033
(60 x 35,5 x 200 cm)



Vienna desk showcase EUR 35.00
Code 025.010.160.031
(50 x 100 x 70 cm)



TN 670 hexagonal desk EUR 30.00
Code 025.010.200.022
(111 x 95 x 60 cm)



Beige shelves rack EUR 30.00
Code 025.010.090.070
(100 x 40 x 170 cm)



Beige locker shelves EUR 60.00
Code 025.010.090.080
(100 x 40 x 170 cm)



Wenge shelves EUR 7.00
Code 025.010.090.055
(100 x 39 x 196 cm)



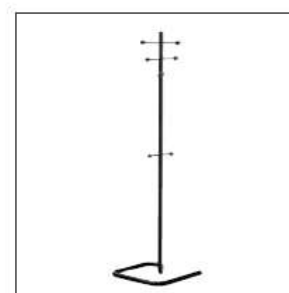
Metallic locker with one door EUR 12.00
Code 025.010.050.050
(50 x 40 x 200 cm)



Metallic locker (with one door - couch) EUR 12.00
Code 025.010.050.060
(60 x 60 x 100 cm)



Small metallic locker EUR 12.00
Code 025.010.050.020
(40 x 30 x 80 cm)



Silvarom metallic clothes hanger (black) EUR 7.00
Code 025.010.060.060
(h 195 cm)



Prisma clothes hanger (black) EUR 7.00
Code 025.010.060.050

To all tariffs VAT (20 %) should be added



Brochures expo stender EUR 34.00
Code 025.010.150.042



Display support vertically EUR 34.00
Code 025.010.150.041



PAL leaflets support EUR 34.00
Code 025.010.150.040



Literature support EUR 7.00
DIN 4 (28 packet)
Code 025.010.120.110
(80 x 80 cm)



Stand area delimitation support EUR 10.00
Code 025.010.120.130
(h=90)
Cord for delimitation support EUR 2.00
Code 025.010.120.140



Grid stender EUR 14.00
Code 025.010.120.164



Scara exhibiting stender EUR 12.00
Code 025.010.120.163



Plastic basket EUR 2.00
Code 025.010.120.030