



## Stand build instructions free stand constructions

The height of your stands is governed by limits and regulations.

- a. The recommended height is 2.50 m. The maximum stand height including a wooden floor, if used, is 3.00 m.
- b. Any building higher than 2.50 m. must be finished white and neatly at all outside walls. There may be no company logos posted at the outside walls and power cords must be eliminated (read: out of sight).
- c. Each stand design with a construction height of more than 3.00 m. must be reported to FHI, Federation of Technology Branches at least 6 weeks before the execution, including the height measurements. The applicant will receive an answer as soon as possible. The stand may only be built once it has received approval per email from FHI, Federation of Technology Branches.
- d. Dispensation can be granted for stands with a maximum height of 5.50 m, but only if:
  - the construction is at least 1.00 m. from a neighbouring stand
  - the floor area of the raised part of the stand does not exceed 20% of the total area of the stand
  - any part of the stand higher than 2.50 m. must be finished white and neatly on all outsides and does not have any logos
  - the raised part of the stand is not used as the floor of a storey (multi-storey stands are not permitted under any circumstances)
  - the height of the hall is sufficient for a higher stand (please refer to the exhibition floor plan).
- e. The side of stands adjacent to the aisle must not be closed off with a complete wall, although a maximum of 50% of the side adjacent to the aisle may be closed off.
- f. Ceilings must be neatly finished. Free-hanging ceilings (i.e. suspended from the roof) are permitted if approved by FHI and by Mansveld, the company responsible for attaching the suspension wires (see Roof attachments). On stands provided with ceilings, the buildings cooling system - where the cooled air is blown high into the halls and subsequently drifts downwards - cannot function optimally.
- g. FHI will decide in any situation not covered by these regulations.

A number of exhibitors will use a modular stand (often supplied by their parent company outside the Netherlands). The majority of these systems are based on a standard centre-to-centre width of one metre, so that the external dimensions of the stand are equal to the number of elements plus the thickness of the elements.

In practice, the external dimensions are then 3 cm larger than the floor space allocated to the stand. As indicated above, the net internal dimensions of stands at World of Technology and Science are usually smaller than the floor space allocated to the stand. **Consequently, modular stands must be modified accordingly.** This usually requires the reduction of the width of the outer element. Providing sufficient space for a modular stand by modifying a neighbouring stand is not permitted.

### Roof attachments

In most places in the building it is possible to suspend stand components from the roof. **Dispensation for suspension of stand components can be granted to a maximum height of 6.00 meters (if the height of the hall is sufficient for a higher stand).** For any stand that makes use of this, we would like to receive a dispensation request, no later than six weeks before the start of the execution.

The only firm authorised to carry out this work for WoTS 2018 is Mansveld.

Mansveld  
Le Havre 1  
5627 ST Eindhoven  
The Netherlands  
T (from January 1 2018): +31 (0)30 295 25 11  
E: [jaarbeursrigging@mx.nl](mailto:jaarbeursrigging@mx.nl)

### Damage to the Jaarbeurs complex

The cost of replacement or repair of any damage or contaminants found by Jaarbeurs Utrecht will be charged to the exhibitor by Jaarbeurs Utrecht.



## Stand types

The regulations vary according to the type of stand (see below). The exhibitor is advised to consult FHI beforehand as to whether departures from the regulations will be permitted.

### a. Island stands

Island stands have aisles on all sides. The maximum building height, including any raised floor, is 3.00 m. Any requests for exemption should be submitted to FHI for approval, together with the stand design ([info@wots.nl](mailto:info@wots.nl)).

### b. End stand

End stands have aisles on three sides; exhibitors need to provide a back wall. The maximum building height, including any raised floor, is 3.00 m. Any requests for exemption should be submitted to FHI for approval, together with the stand design ([info@wots.nl](mailto:info@wots.nl)).

### c. Corner stand

Corner stands have aisles on two sides; exhibitors need to provide a back and a side wall. The maximum building height, including any raised floor, is 3.00 m. Any requests for exemption should be submitted to FHI for approval, together with the stand design ([info@wots.nl](mailto:info@wots.nl)).

### d. Stand in row

Only one side is bordered by an aisle; exhibitors need to provide back and side walls. The maximum building height, including any raised floor, is 3.00 m. Any requests for exemption should be submitted to FHI for approval, together with the stand design ([info@wots.nl](mailto:info@wots.nl)).

## Carpet

Carpet may not be installed adhesive or nailed it to the floor.

## Floor loads / Floors

The maximum permissible load on the floors of the building is 2.500 kg/m<sup>2</sup>. The hall floors are finished with a concrete floor.

Point loading is not permitted; stress must always be distributed.

On entering the hall with a vehicle please avoid the conduction ducts. It is not possible to dig or drill into the floor of the Jaarbeurs complex.

## Optional wooden platforms / raised floors

The use of wooden platforms is recommended for stands with water and gas piping and/or a lot of electrical wiring; the stand construction firm will be able to advise on this matter. Exhibitors who use such platforms should bear in mind that:

- the maximum height allowed, measured from floor level to the top of the platform, is 10 cm
- the platform sides must be closed and neatly finished
- platforms should be placed within the stand perimeter
- the height of the walls, including the wooden platform, should be 3.00 m

Exhibitors whose stands have raised floors are requested to ensure that their stand is accessible to the disabled; for instance, by employing sloping stand edges or by adding ramps (of sufficient width and without sharp-angled sides). It is desirable that such modifications should also be signposted for easy recognition.

## Columns (obstacles) in the halls

In some halls of the building are columns. The chance that you have such a column your stand is present. In floor plan the columns (obstacles) are specified and the dimensions of the relevant obstacle referred to a separate sketch. The accessibility/signing of fire hose to columns, must be guaranteed from fire regulations. In that case, you may include these columns into your stand design.

The cost of replacement or repair of any damage or contaminants found by Jaarbeurs Utrecht will be charged to the exhibitor.