

# 14<sup>TH</sup> EUROPEAN MOLECULAR IMAGING MEETING 2019 – EXHIBITOR'S INFORMATION

The European Molecular Imaging Meeting – EMIM 2019 is the 14<sup>th</sup> annual meeting of the European Society for Molecular Imaging – ESMI. The EMIM 2019 will take place from 19<sup>th</sup> to 22<sup>nd</sup> March at the Scottish Event Campus (SEC) in Glasgow, UK – [www.emim.eu](http://www.emim.eu).

**Set-up days** are Tuesday 19<sup>th</sup> March from 14.00h to 21.00h and Wednesday 20<sup>th</sup> March from 08.00h to 10.00h. The scientific meeting starts with the educational programme on Tuesday 19<sup>th</sup> March. The **Opening Session** is scheduled for Wednesday 20<sup>th</sup> March 2019 at 10.00h.

**Opening of Exhibition** is Wednesday 20<sup>th</sup> March at 11.00h, a reception in the exhibition hall is scheduled for 20.30h that day. **Closing of Exhibition** is Friday 22<sup>nd</sup> March after the final poster session inside the Hall at 13:00h. The detailed programme of the EMIM 2019 can be found at [http://eventclass.org/contxt\\_emim2019/online-program](http://eventclass.org/contxt_emim2019/online-program)

## Exhibition location/setting

All lectures, poster sessions, catering, and exhibition are taking place in one building. All booths are located inside **Hall I** and **II** where also the registration, all posters, working and lounge areas, as well as catering are located.

**No fixed booths are provided**, space per booth is restricted by a carpet in accordance with your booking. Included in each exhibition package are: one table (120x80cm - without table cloths), two chairs, carpet, and basic power. In case you need more or less tables and chairs please send a note to [office@e-smi.eu](mailto:office@e-smi.eu).

For booking of additional booth equipment, furniture, screens, or shell-scheme arrangements see right hand side.

## Internet Access and QR Code Reader

Free w-lan is provided for all participants. At each participant's badge a **QR code** is printed. With a mobile QR reader app you can scan the QR codes and get the contact details of the participants (name, email, affiliation; agreement provided). Be prepared and have QR reader app installed.

## Shipping procedure

The shipping date and address for your **BOOTH** equipment differs from the shipping address for **BAG INSERTS** - see right hand side and ensure correct handling! Please inform your logistic company that there is no forklift available and make sure that everything will be delivered to the correct place.

Your **BOOTH** equipment must be delivered directly to the venue at **Monday 18<sup>th</sup> March** (09:00h-21:00h) or **Tuesday 19<sup>th</sup> March 2019** (09:00h-17:00h). Couriers should enter the site through the Gatehouse on Stobcross Road (see map attached). A member of the SEC security team will direct the vehicle to back of Halls 1 and 2 to where this loading bay is located.

## Set-up times

**Set-up times** are Tuesday 19<sup>th</sup> March 2019 from 14.00h to 21.00h and Wednesday 20<sup>th</sup> March 2019 from 08.00h to 10.00h. All exhibits must be fully operational at Wednesday 20<sup>th</sup> March 2019 10.00h at latest.

## VENUE:

Scottish Event Campus - SEC  
Glasgow, Scotland, G3 8YW  
[www.sec.co.uk](http://www.sec.co.uk)

The shipping date and address for **BOOTH** equipment differs from the shipping address and date for **BAG INSERTS!**

**Shipping date BOOTH equipment:**  
**Monday 18<sup>th</sup> March** (09:00h-21:00h) **OR**  
**Tuesday 19<sup>th</sup> March** (09:00h-17:00h)

**Shipping address BOOTH equipment:**  
Scottish Event Campus (SEC)  
EMIM Congress - Hall 2  
Glasgow  
G3 8YW  
UK

**Please see map enclosed!**

**Shipping date BAG INSERTS:**  
Bag insert packages can be delivered within **calendar week 11** (11<sup>th</sup> to 14<sup>th</sup> March)  
Latest delivery is Thursday 14<sup>th</sup> March 2019.  
**750 copies are needed.**

## Shipping address BAG INSERTS:

Beatson Institute For Cancer Research  
Dr David Lewis - **BAG INSERT**  
Garscube Estate  
Switchback Road  
Bearsden  
GLASGOW  
G61 1BD  
SCOTLAND, UK  
phone +44 (0)141 330 8161  
+44 (0)779 279 9927

## general contact

European Society for Molecular Imaging  
Doris Kracht  
++49 (0)221 78966180  
[office@e-smi.eu](mailto:office@e-smi.eu)

[www.emim.eu](http://www.emim.eu)

## DEDICATED EXHIBIT HOURS

Exhibits shall be staffed during the entire meeting – dedicated hours for exhibition are indicated below. Closing of exhibition is Friday 22<sup>nd</sup> March 2019 at 13.00h. Dedicated exhibition hours within the programme:

### Wednesday 20<sup>th</sup> March 2019

Opening of Exhibition Hall at 11.00h.  
Lunch break at 11.30h  
Coffee Break at 15.45h  
Opening reception starting at 20:30h

### Thursday 21<sup>st</sup> March 2019

Opening of Exhibition Hall at 08.30h  
Lunch Break and Poster Session at 12.30h  
Coffee break at 16.30h

### Friday 22<sup>nd</sup> March 2019

Opening of Exhibition Hall at 08.30h  
Coffee break at 10.00h  
Lunch Break and Poster Session at 11.30h  
Afterwards at about 13.00h: Closing of Exhibition and Dismantling

## RESHIPMENT

The reshipment of your booth equipment **must** be arranged for **Friday 22<sup>nd</sup> March 2019** after 14:00h and shall be finished by 19.00h that day. It is in your responsibility to arrange the correct labelling and (re-)shipment of your goods.

## RESTRICTIONS

There is **no forklift** available on-site and **no living animals** are allowed. The doors in Hall 2 (VE 2.1 and 2.2) are 4.5m high by 5.6m wide.

## FIRE PROTECTION notice

Materials used for the construction and installation of the exhibition stand and any other structures must consist entirely of non-flammable materials with a fire protection class as required by the fire-control regulations. Be aware that this might be controlled on-site.

## Your (free) registrations

All exhibition packages include a certain number of **free registrations**. The company contact person is receiving the respective number of individual tokens so that you/your staff can take care of their complimentary registration(-s) online. **Additional exhibitor staff** can be registered **online** via [www.esmi-insight.eu/emim2019/conreg/registration/](http://www.esmi-insight.eu/emim2019/conreg/registration/) for a reduced fee of 360€. Alternatively you can **request tokens** for chargeable registrations via [office@e-smi.eu](mailto:office@e-smi.eu).

## ADDITIONAL ORDERS - Furniture, Catering, AV, shell-schemes

Please see right hand side for recommended contact. All orders and respective arrangements are in the responsibility of the ordering firm. Please contact the ESMI first in case you wish to provide additional food and/or beverages at your booth or within the scope of a session.

## SET-UP times:

### Tuesday 19<sup>th</sup> March 2019

from 14.00h to 21.00h

### Wednesday 20<sup>th</sup> March 2019

from 08.00h to 10.00h

All exhibits must be fully operational at 11.00 at **Wednesday 20<sup>th</sup> March 2019**.

## Exhibit removal:

### Friday 22<sup>nd</sup> March 2019

after the final poster session at about 13.00h

## RESHIPMENT:

### Friday 22<sup>nd</sup> March 2019

until 19:00h

## Rental of TECHNICAL equipment , additional FURNITURE, BOOTH EQUIPMENT, SHELL-SCHEME,...

– recommended contact:

Company: **GES**

[www.ges.com](http://www.ges.com)

You can place your order online at <https://ordering.ges.com/000026232>

ServiCentre team

[congress2@ges.com](mailto:congress2@ges.com) or

+44 (0) 2476 380 180

## DEADLINE for ONLINE orders:

10 days before the EMIM

**Orders by phone** can be placed until

the time of the EMIM

## Order of additional CATERING /Drinks

SEC Food

Fiona McGibbon

[Fiona.McGibbon@sec.co.uk](mailto:Fiona.McGibbon@sec.co.uk)

+44(0)141 576 3140

## general contact

European Society for Molecular Imaging

Doris Kracht

++49 (0)221 78966180

[office@e-smi.eu](mailto:office@e-smi.eu)

[www.emim.eu](http://www.emim.eu)



Couriers should enter the site through the Gatehouse on Stobcross Road. A member of the SEC security team will direct the vehicle to back of Halls 1 and 2 to where this loading bay is located. All items should be labelled ready for collection.

- |                           |                |                     |                     |                       |
|---------------------------|----------------|---------------------|---------------------|-----------------------|
| HALLS 1-5                 | THE SSE HYDRO  | CLYDE AUDITORIUM    | LOCH SUITE          | CONCOURSE             |
| A814 CLYDESIDE EXPRESSWAY | INTERNAL ROADS | PEDESTRIAN FOOTPATH | PEDESTRIAN CROSSING | NATIONAL CYCLE ROUTES |
| RECEPTION                 | INFORMATION    | MEDICAL             | TAXI RANK           | WEST ENTRANCE         |
|                           |                |                     | EAST ENTRANCE       | LANDMARK BUILDINGS    |
|                           |                |                     |                     | BUS STOP              |