

GENERAL INSTRUCTIONS

Booth Installation, Booth Dismantling, Storage, and Catering

Booth Construction, Installation and Dismantling

Height and Depth Dimensions:

Please note that ISALXVIII has to observe certain height and depth regulations predefined by the room conditions at Klinikum Großhadern.

Following dimensions must not be exceeded:

Maximum developable **height: 2,90 m**; maximum booth **depth: 2,50 m**

Freight Delivery:

All shipments to the Acute Leukemias exposition must be received and processed **Saturday, February 19, 2022 between 08:00 AM and 06:00 PM.** Requests for an **earlier move-in must be made in writing no later than 10 days prior to the exhibition open date**; an explanation of the special circumstances warranting the exception should be sent to the **Organizing Office at info@acute-leukemias.de**

Official Exhibition Hours:

Sunday: February 20, 2022: 12:00 PM – 6:30 PM
Monday: February 21, 2022: 08:30 AM – 7:00 PM
Tuesday: February 22, 2022: 08:30 AM – 5:30 PM
Wednesday: February 23, 2022: 08:30 AM – 1:00 PM

Booth Installation and Dismantling:

Booth Installation Time: Saturday: February 19, 2022: **08:00 AM– 06:00 PM**
Booth Dismantling Time: Wednesday: February 23, 2022: **01.00 PM – 06.00 PM**

Failure to Occupy Exhibit Space:

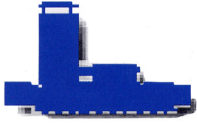
Any space **not occupied by 09:00 AM on Sunday, February 20, 2022** (warranted exceptions excluded) will be forfeited by the exhibitor. The space may be reassigned or used by the organizers of **ACUTE LEUKEMIAS XVIII** without a refund. Exhibitors who anticipate delays in setting up their booths must receive prior approval from **ACUTE LEUKEMIAS XVIII** regarding such delays. All booths must be manned during the official exhibition hours (see above).

Early Dismantling:

Early dismantling is expressly prohibited by **ACUTE LEUKEMIAS XVIII**. Exhibits officially close at 01:00 PM on Wednesday, February 23, 2022. All booths must be manned until that time. Exhibitors that leave before closing will be subject to possible exclusion from future meetings.

Storage:

Fire regulations in most exhibit facilities prohibit storing product, literature, empty packing containers, or packing materials behind back drapes or under draped tables. In most cases, however, exhibitors may store a limited supply of literature or product appropriately within the booth area, so long as these do not impede access to utility services, create a safety problem, or appear unsightly.



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Cancellation of Exposition:

It is mutually agreed that, in the event of cancellation of the **ACUTE LEUKEMIAS XVIII** as a result of strikes, acts of God, war, terrorism, disaster, curtailment of transportation facilities, governmental regulations, or other causes that would prevent its scheduled opening or continuance, this agreement will be terminated immediately.

ACUTE LEUKEMIAS XVIII shall determine a reasonable basis for the refund of a portion of the regular exhibit fees after due consideration of expenditures and commitments already made.

Lighting:

All booths may utilize special lighting. However, lighting must be directly over or in the exhibitor's booth and cannot affect other exhibitors or aisles. Overhead lighting may be dimmed or turned off at the exhibitor's expense with prior approval from **ACUTE LEUKEMIAS XVIII** and in prior agreement with **KLINIKUM GROSSHADERN**.

Food and Beverages:

Permission to serve food and beverages in exhibit booths must be requested in writing and approved by the **Organizing Office** of **ACUTE LEUKEMIAS**. Companies wishing to serve food and beverages must send the request for approval to the **Organizing Office** of **ACUTE LEUKEMIAS** at info@acute-leukemias.de by February 1, 2022 (**Request form below**)