

Practical information for exhibitors

Veterinärkongressen 2018

This year's congress takes place 9-10 November 2018 in Undervisningshuset at Campus Ultuna.

Address

Sveriges lantbruksuniversitet SLU
Almas Allé 10
756 51 Uppsala

Please check the The Swedish Veterinary Association website (www.svf.se) for up-to-date information.

Delivery and set-up of exhibit

Goods should be delivered to Campus Ultuna (SLU), Godsmottagningen Ulls Hus, Ulls gränd 1, 75651 Uppsala Tel: +46 (0)18-6712 07 (the goods will be delivered to your exhibit area on 8 November).

Goods reception is open Monday-Friday 08:00-15:30 (Please note: Friday, 2 November it will close at 11:00). Goods can be delivered starting Wednesday, 31 October.

Goods should be properly packaged and labelled with the assigned booth number.

It is not possible to receive goods larger than EPAL (80x120x14,4 cm) or taller than 200 cm. If you are sending larger shipments than this, you are responsible to be onsite on 8 November to receive your shipment.

Exhibitors are welcome to building at 10:00 on 8 November. A janitor will be on site for assistance.

The exact location of your booth is marked on the attachment and will also be available on the website and signage in the venue. The exhibit has to be finished by 18:00. There is also a possibility to set up smaller exhibits in the morning of 9 November (07:30-08:30). The exhibit area should be cleaned and ready for visitors by 08:30 on Friday.

Any material that you like to keep for later (packaging material, etc.) should be marked and placed in the cage/pallet by 16:00 on 8 November. There is a dumpster outside Almas allé 18A to throw away any garbage/material not needed to be stored during the conference.

Break-down

Breakdown of the exhibit can be done earliest 15:30 on 10 November and should be completed by 18:00. Garbage should also be removed at this time.

Goods should be picked up from goods reception by 13 November.

Please ensure that shipping labels are properly filled out before leaving the goods.

Note: Goods larger than EPAL or taller than 200 cm cannot be received, nor shipped out, from SLU goods reception. If larger, you are responsible for coordinating pick-up of the goods.

Furniture and electricity

Please note that the exhibit area is marked out, but does not have walls. Tables (L: 120cm W: 60cm H: 70cm) and regular chairs are available and need to be reserved in advance by sending an email to merja.immonen@slu.se.

An electric outlet is available in each exhibit space. If you have additional needs for power/supplies, please reserve this in advance by sending an email to merja.immonen@slu.se.

Due to fire and evacuation rules, all furniture need to fit within the allocated space. If it doesn't fit, it cannot be used.

Posters, candles, animals and food

No posters, etc. can be attached to the walls or pillars.

Burning candles are not allowed in the building.

Due to allergies, no animals are allowed.

No peanuts or other nuts are allowed.

WiFi

Complimentary WiFi is available. Please ask for log-in details at registration.

Registration and information desk opening hours

Friday 9 November 08:00-17:00

Saturday 10 November 07:30-16:00

Exhibit opening hours

Friday 9 November 08:30-17:00

Saturday 10 November 08:00-15:30

Exhibit representation

Two complimentary representative badges are included per exhibit space. These include coffee and a light lunch. Participation at the seminars pending availability. Registration for complimentary representatives:

<http://reg.akademikonferens.se/veterinarkongress2018/utstallarrepresentant>

If you like to bring additional representatives, please use this link to register at a reduced fee:

<http://reg.akademikonferens.se/veterinarkongress2018/extrautstallarrepresentant>

For questions on registration: vetexhib@slu.se

Parking

Parking is only allowed in designated parking areas. No parking allowed by the entrance doors. For more information and a map: [Ultuna-Orienteringskarta-2016-sv-en.pdf](#)

Insurance

The exhibitor is responsible for its own equipment/material. The building is locked and secured during the night.

Name badge

Each registered representative will get a name badge at check-in. The badge should be worn at all times during the conference and is the ticket to coffee and lunch.

Coffee and lunch

Coffee and a light lunch is included for all registered exhibitors and is available in multiple locations in the exhibit area.

Dinner 9 November

Dinner with live entertainment takes place in Ulls restaurant at a cost of 700 SEK (excl. VAT).

Please note that there is a limited number of seats. Registration closes 1 November. To attend dinner, please include this in the exhibit representative registration.

Main contact:

Merja Immonen

Tel: +46(0)18 - 67 20 02

vetexhib@slu.se

Warm welcome to Veterinärkongressen 2018!