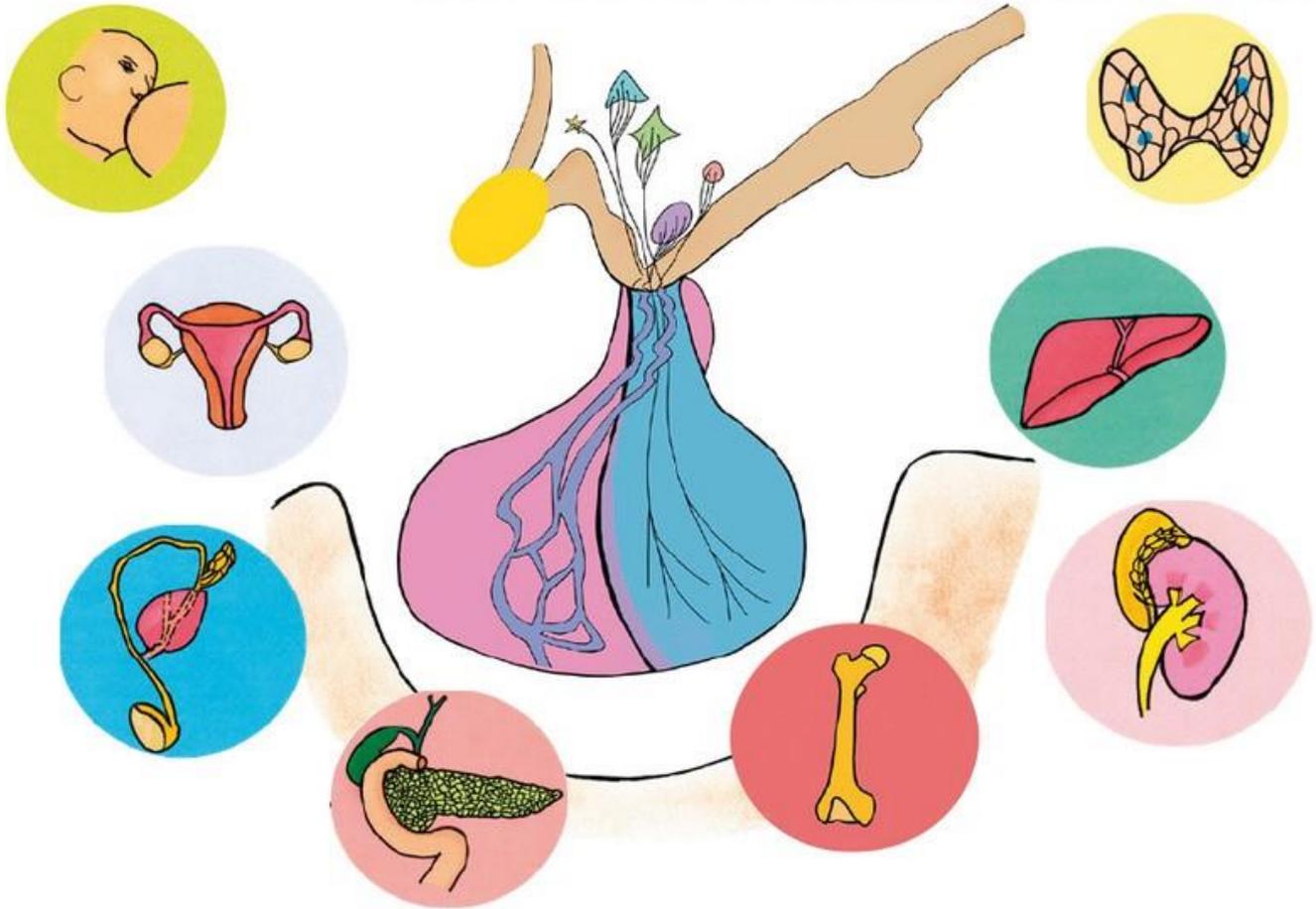


66. DEUTSCHER KONGRESS für ENDOKRINOLOGIE



Deutsche Gesellschaft für Endokrinologie
Hormone und Stoffwechsel

05.-07. Juni 2023
BADEN-BADEN

EXHIBITION MANUAL

EXHIBITION MANUAL

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WELCOME

On behalf of the German Society of Endocrinology, we are pleased to welcome you as an exhibitor at the 66th Annual Meeting.

This Exhibitor Manual contains important information and will help you plan a successful exhibition.

Please pass this on to all persons involved in this exhibition.

We wish you much success for the upcoming event.

We look forward to meeting you in Baden-Baden in June 2023!

GENERAL INFORMATION

Congress and Exhibition Management



Endoscience Endokrinologie GmbH
Hopfengartenweg 19
90518 Altdorf

Project management

Frau Yvonne Brunotte
Tel. 09187/974 24-12; Fax 09187/974 24-72
E-mail: brunotte@endoscience.de

LOCATION

Kongresshaus Baden-Baden
Augustaplatz 10
76530 Baden-Baden
www.kongresshaus.de

EXHIBITION SCHEDULE

The commercial exhibition will commence on Monday, June 5 and finish on Wednesday, June 7.

Set up		Ausstellungszeiten:	
Sunday, 04.06.2022	08:00 – 19:00	Monday, 05.06.2022	10:30 – 18:30
		Tuesday, 06.06.2022	09:00 – 18:00
Dismantling:		Wednesday, 07.06.2022	08:00 – 17:00
Wednesday, 07.06.2022	17:00 – 23:00		

Dismantling is NOT possible before the end of the Congress on Wednesday afternoon.

Access to the Congress Center grounds is not permitted until 5:30 p.m.

For the complete and updated congress program, please visit the DGE 2023 website:
<http://www.dge2023.de/programm.html>

EXHIBITOR SERVICE DESK

During set up, the exhibition and break down, staff at the Exhibitor Service Desk at the Registration Counter will be onsite to answer all your questions.

EXHIBITION PLAN

LIST OF EXHIBITORS (AS OF JANUARY 2023)

Company	booth #	Size in sqm	measurements in m
Ace Pharmaceuticals BV	28	12	4 x 3
Alexion Pharma Germany GmbH	23	24	6 x 4
Amgen GmbH	27	3	2 x 1,5
Aristo Pharma GmbH	16A	9	3 x 3
Ascendis Pharma Endocrinology GmbH	14	6	3 x 2
BGI Europe A/S	24	6	3 x 2
compt gut hard & software GmbH	32	10	5 x 2
Diurnal Limited	8B	6	3 x 2
Egetis Therapeutics AB	12	6	3 x 2
European Society of Endocrinology		9	3 x 3
Hexal AG	29	12	4 x 3
HRA Pharma Deutschland GmbH	18	6	3 x 2
Immundiagnostik AG	21	3	1,5 x 2
Kyowa Kirin GmbH	30 + 31	16	
Marckyril Pharma GmbH	11	6	3 x 2
Medicover Genetics GmbH	17	6	3 x 2
Merck Healthcare Germany GmbH	19	6	3 x 2
Novo Nordisk Pharma GmbH	9 + 10	24	6 x 4
Pfizer Pharma GmbH	01 + 02	50	10 x 5
Recordati Rare Diseases Germany GmbH	26	9	3 x 3
Rhythm Pharmaceuticals Germany GmbH	16B	9	3 x 3
Sanofi-Aventis Deutschland GmbH	25	15	5 x 3

EXHIBITION

EXHIBITION HALL

The exhibition will take place in the foyer of the Congress Center.

The max. clear height is generally 2.5 m. In the basement foyer the clear height is 2.50 m, for joists 2.30 m.

Suspensions within the exhibition area are NOT possible.

The exhibition area is a stone-tile floor

The floor load capacity is 500 kg/m².

The stand areas are accessible by freight elevator.

Elevator „Glas“ W 1,57 m / H 2,50m / D 3,00 m (capacity: 1800 kg)

Elevator „Kitchen“ W 1,75 m / H 2,30m / D 1,80 m (capacity: 1500 kg)

EXHIBITION STAND

The booking of a stand includes the following services:

- 1 conference guide per stand
 - Name badges for the stand personnel indicating the company name
 - Cleaning of public areas and aisles, excluding stand cleaning
 - Free congress registration/s from a stand area of 4 sqm (for number see topic registration)
-

POWER ACCESS

For connections, please contact the external service provider directly at:

Wolfgang Modl
Elektro e.K.
Pforzheimer Str. 22
76227 Karlsruhe
Tel: 0721-408618
info@elektro-modl.de

BOOTH BUILDING AND FURNITURE

Please order furniture and stand equipment from:

m2 – die Messe- & Eventmanufaktur GmbH
Auf der Hub 16
76307 Karlsbad
Tel.: 01727444744
E-Mail.: office@m2-messebau.de

Simple tables and chairs can be ordered by mail until 15.05.2023 at the latest.

Please contact:
Yvonne Brunotte
brunotte@endoscience.de

MISCELLANEOUS

Please note that the use of glue, tape, staple guns, nails, screws, etc. to attach materials to walls, floor and ceiling in the venue is strictly prohibited. In the case of very heavy exhibits, the floor must be covered. Any damage will be the responsibility of the party causing the damage and will be charged accordingly.

All materials used must comply with fire safety standards according to DIN 4102. Proof of flame resistance must always be kept available at the stand.

STORAGE

The venue does not have storage facilities for empties and other materials needed for the exhibition.

Goods should be stored on your stand and empty cartons disposed of.

WASTE DISPOSAL

The Congress Center will provide a waste container for the disposal of waste.

At the end of the dismantling period, the exhibition area must be completely cleared. It is not permitted to leave materials behind in the Congress Center. Materials left behind will be disposed of at the exhibitor's expense at an increased fee without checking their value.

CLEANING

For stand cleaning, please contact the external service provider directly at:

To be followed

WI-FI

During the congress there will be a password protected WLAN in the whole house. The access data will be communicated on site.

Internet for the booth can be booked via a separate order form.

<https://www.kongresshaus.de/en/services/downloads/>

INSURANCE

The exhibitor shall be liable for any personal injury and property damage caused by the operation of the and property used by him. Exhibitors are advised to ensure that they have adequate insurance cover.

SECURITY

The general supervision is taken over by the organizer without liability for loss or damages. No liability is assumed for objects brought into the house. The exhibitor is responsible for the separate surveillance of the stand and the exhibits. During congress hours, including set-up and dismantling, no security is planned on the part of the organizer. Please do not leave any valuable items visibly on the stand and lock up your valuables overnight. Stand guards can be hired at your own expense:

Baron Sicherheit & Service GmbH
Tel.: 07247/9808090
Mobil: 0151-20736330

CATERING

As in previous years, there will be no catering for the participants by the organizer, catering via the exhibition stands is desired. This concept has proved to be very successful, as the stands were very well attended during the breaks.

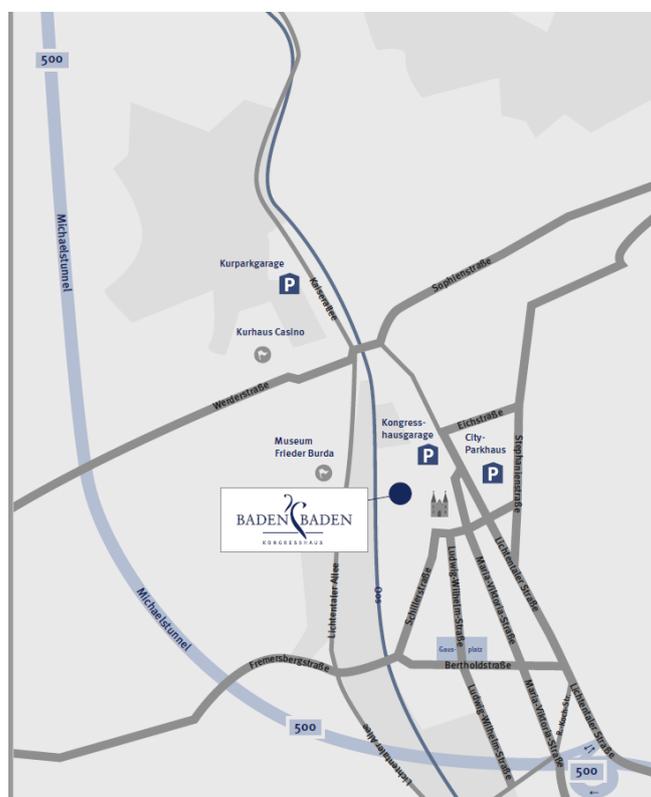
Please address catering inquiries to:

Hotel am Sophienpark / Abt. Kongress-Gastronomie
Vanessa Dierauf
Sophienstraße 14
76530 Baden-Baden
Tel.: 07221 304-355
Fax: 07221 304-304
E-Mail.: vanessa.dierauf@Kongresshaus.de
Website: www.kongresshaus-gastronomie.de

Please note: The serving of own food and beverages as well as the serving of coffee specialties is not permitted and only possible in exceptional cases and after prior consultation with the Hotel am Sophienpark. Please contact the Hotel am Sophienpark directly if you are interested.

DELIVERY

DIRECTIONS



LOAD AND UNLOAD

Trucks and cars may only be loaded and unloaded in the designated outdoor area and must be removed from the loading zone immediately.

Please note that deliveries must always be made directly to the stand area. The Kongresshaus Baden-Baden and the organizer do not accept deliveries and assume no liability for deliveries: each delivery is made at the exhibitor's own risk.

No means of transport are available on site. Forklifts brought along must have plastic wheels. Only electric forklifts are permitted.

DELIVERY OF ADVERTISING MATERIAL

Delivery is only possible from Tuesday, 01.06.2023.

Delivery times:

Montag -Donnerstag 07.00 – 15.30 hrs

Freitag 07.00 – 11.00 hrs

Shipments during the event are only possible via the side entrance.

The delivery address for stand material is:

Kongresshaus Baden-Baden Betriebsgesellschaft mbH

Ref: DGE 2023

Comp. xxx / Booth No. / Name recipient

Augustaplatz 10

76530 Baden-Baden

The Kongresshaus accepts no liability for delivered material.

DELIVERY OF EXHIBITION STANDS

Sunday, 04.06.2023 from 08.00 am

COLLECTION

Please have all materials picked up no later than **5:00 p.m. on Friday, 06/09/2013 (There is a holiday on 06/08/2013 and the convention center is closed)**. Material still on site after this time will be disposed of at the exhibitor's expense. The costs will be charged to the respective exhibitor afterwards. If packages and pallets are not collected, they will be invoiced at €50.00/per day per pallet/package.

PARKING

Kongresshausgarage: 409 parking spaces
directly at the Kongresshaus
Augustaplatz 3, 76530 Baden-Baden
PBW Parkraumgesellschaft

APCOA Parkhaus: 410 parking spaces
Distance approx. 2 minutes on foot
Lichtentaler Straße 37, 76530 Baden-Baden
APCOA GmbH

Kurparkgarage: 528 parking spaces
Distance approx. 6 minutes on foot
Kaiserallee 1, 76530 Baden-Baden
Parkgaragengesellschaft Baden-Baden

SATELLITE-SYMPOSIA

The booking of a satellite symposium includes the following services:

- Provision of the conference room
- Standard technology (loudspeaker and microphone system, beamer, laptop, laser pointer)
- 6 complimentary congress registrations
- Registration of your speakers
- Free program insert in the congress bag (provided by sponsor)

Sponsors can create their own invitations to the satellite symposia, which will be included in the conference folders at no charge. Costs for printing or mailing these invitations are not included in the price for the industry symposia.

REGISTRATION

	Complimentary congress ticket
per 4 sqm exhibition space	1
Satellite-Symposium	6

If you require additional passes for your stand personnel, you can order them for 70,00 € per person using the "Registration personnel" form.

The exhibitor passes entitle the holder to visit the exhibition and the scientific program.

Please provide us with the names of the staff members who will be in charge of the booth on site by 20.05.2022 at the latest.

Please forward the registration confirmation to the corresponding person, with the printed QR code the name badge will be printed on site.

ACCOMODATION

We have reserved various call-off allotments.

Room bookings are possible via the following link:

<https://tportal.tomas.travel/DGE-Jahrestagung-2023/ukv/result?tt=p7rtjg6hq3Impaunheajgd13ot>

DATES TO REMEMBER

20.10.2022	Call for Abstract
15.01.2023	Binding registration of satellite symposia
31.01.2023	free cancellation of the symposium possible
31.01.2023	free cancellation of the exhibition space
11.02.2023	Expected distribution of the exhibitor documents
17.04.2023	Submission of the printable program for the symposium
04.06.2023	Set up exhibition
07.06.2023	Dismantling exhibition
From 08.06.2023	Invoicing by Endoscience GmbH

TERMS OF PAYMENT

The invoice amount is due within 30 days after receipt of invoice. The invoice will be issued after the event by the DGE office / EndoScience Endokrinologie Service GmbH.

HOUSE LAW

The Kongresshaus Baden Baden and service providers commissioned by the Kongresshaus exercise domiciliary rights vis-à-vis exhibitors, their stand builders and all persons present in the event rooms. The Kongresshaus Baden Baden reserves the right to expel from the building or ban from the premises any persons who do not comply with the instructions of the Kongresshaus or persons commissioned by the Kongresshaus or who violate the conditions of participation. The Kongresshaus, persons authorized by the Kongresshaus, the police, the fire department and the supervisory authority must always be granted free access to the stands.

EVENING EVENTS

You are kindly invited to the various evening events.

Monday, 05.06.2023

Networking Dinner

Kurhaus Baden-Baden
Werderstr. 4
76530 Baden-Baden
subject to prior registration and costs

Price: 90,00 €

Tuesday, 06.06.2023

Kongresshaus Baden-Baden

Poster-Award Ceremony with Networking

Kongresshaus Baden-Baden
subject to prior registration and costs

Price: 30,00 €

Tickets for the evening program can only be booked online via the congress website
www.dge2023.de