



ECVS

Exhibitors' Manual

32nd Annual Scientific Meeting

6-8 July 2023, Cracow, Poland

European College of Veterinary Surgeons c/o Equine Department, Vetsuisse Faculty, University of Zurich, Winterthurerstrasse 260, 8057 Zurich, Switzerland
phone: +41 (0)44 635 84 92 / 90 fax: +41 (0)44 635 89 91 email: info@ecvs.org web: www.ecvs.org

Welcome to Cracow!

The 2023 Annual Scientific Meeting takes us to Poland, to the beautiful and historic city of Cracow. In 1978, Cracow was recognised a UNESCO World Heritage Site as one of the first two cities world-wide to receive this recognition. Cracow is often cited as one of Europe's most beautiful cities. Besides its extensive cultural and historic heritage - Cracow was named European Capital of Culture in 2000 - the city has, in recent years, become more and more innovative and is a vibrant, modern city and a highly attractive congress destination.

The futuristic, state-of-the-art ICE Krakow Congress Centre was voted the best congress centre of 2021, scoring 4.96 points on the five-point scale of international 'Kongres' magazine.

Despite its many enthusiastic accolades, Cracow remains a place that yet relatively few people have visited. We hope that this will change for many ECVS members this year and that they will take this opportunity to explore and enjoy Cracow - and make 2023 another fantastic meeting, following up on the record attendance at the 2022 congress in Porto.

This brochure contains all relevant information about the congress location, the exhibition area and infrastructure as well as delivery information, exhibition hours, setting up and taking down schedules.

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1. Venue

The ECVS Annual Scientific Meeting 2023 takes place at

ICE Kraków Congress Centre
Marii Konopnickiej 17 street
30-302 Krakow, Poland

<http://icekrakow.pl/en>



photos: ICE Krakow Congress Centre

2. Deliveries & Storage

The ICE Kraków Congress Centre is not able to accept any deliveries of booth and other material prior to the meeting. All material to be delivered in advance needs to be stored by a local freight forwarder for on-time delivery to the congress centre.

The ICE Kraków does not recommend an exclusive forwarder. All parties are free to select their own freight forwarder.

One recommended company who have already worked with the ICE Kraków and who will be happy to provide support for the ECVS Annual Scientific Meeting is

ExpoSped Sp. z o.o.

Piotr Berus

phone: +48 733 888 031

email: piotr.berus@exposped.com.pl

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On-site Loading Area

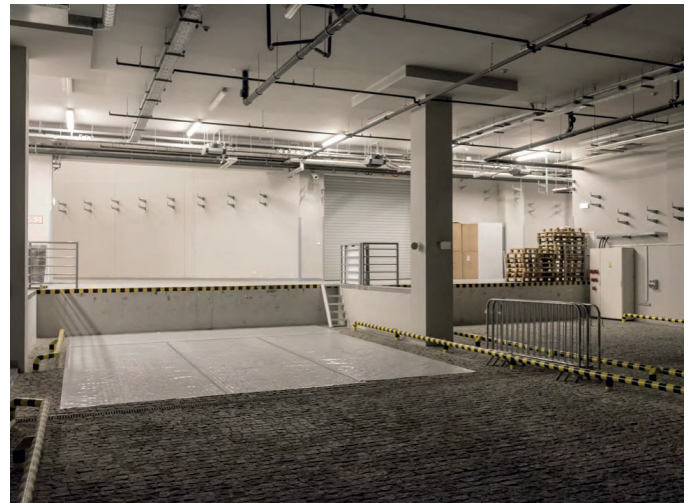
If you have commissioned your own booth constructor and/or will bring own material directly to the congress venue, please note/inform third parties that vehicles may be (un-)loaded at the delivery ramp (next to entrance 3 off Bulhaka Street) on Thursday, 6 July from 07:00 am.

- Height of the entry gate: 380 cm
- Height of the ramp: 108 cm

The delivery zone is equipped with a cargo lift of dimensions:

- depth 290 cm
- width 200 cm
- height 220 cm
- with a maximum load of 3,500 kg

If you plan to set-up your own booth construction and your assigned booth constructor requires individual arrangements, please contact Jessica Heimbecher, heimbecher@kitdresden.de.



Loading ramp

Identification of Delivery and Technical Personnel

ICE Kraków requires that all members of technical teams involved in preparation of the event wear appropriate badges. Templates for badges for persons and vehicles are provided to all exhibitors and sponsors and can be forwarded to local partners for on-site identification.

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3. Installation & taking down

Installation is possible from Thursday, 6 July, 07:00 a.m. and needs to be finished before 03:00 p.m. (start of registration). Upon special request, the facilities can be made available on Wednesday, 5 July for installation already.

Taking down starts Saturday, 8 July after the last coffee break (04:00 p.m.) and needs to be completed by 07:00 p.m.

4. Exhibition hours

Exhibition hours are as follows:

Thursday, 6 July

03:00 - 04:30 p.m. (registration)

At 08:00 p.m., all exhibition staff is cordially invited to the welcome reception at the ICE.

Friday, 7 July

10:30 - 11:15 a.m. (morning coffee break)

12:15 - 02:30 p.m. (lunch break*)

04:00 - 04:45 p.m. (afternoon coffee break)

Saturday, 8 July

10:00 - 11:10 a.m. (morning coffee break)

12:30 - 02:15 p.m. (lunch break*)

03:00 - 04:00 p.m. (afternoon coffee break)

*) Lunch for exhibition staff will be available approx. 30 minutes before the start of the lunch break.

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5. Equipment

Each booth is equipped with one table, two chairs and one power connection (3kw) provided by ECVS.

All further equipment is to be ordered by the exhibiting company directly from the supplier.

Deadline: 19 June 2023

Event Logistica

Beata Maslany

phone: +48 12 307 07 20

email: beata.maslany@eventlogistica.pl

Important note for all exhibitors on level 1 (stands 32-65):

Stands on level 1 must not be higher than 2.5 m.

6. Stand Catering

Catering at one's own exhibition stand is allowed, but exhibitors must bring food and beverages into the building from outside. All catering must be ordered exclusively through the in-house catering company Masters Catering. In case of non-compliance, ICE Kraków reserves the right to charge the estimated amount.

Masters Catering's brochure with available stand catering is enclosed at the end of this brochure.

FOYER			
LEVEL	HEIGHT	HEIGHT TO THE OVERHANGING LAMPS	LOAD-BEARING CAPACITY
F0	4,2 [m]		500 kg/m ²
F1	3,8 [m]	2,6 [m]	500 kg/m ²
F2	3,3 [m]	2,6 [m]	500 kg/m ²
F3	3,3 [m]		500 kg/m ²
HALL H3	3 [m]	2,5 [m]	500 kg/m ²

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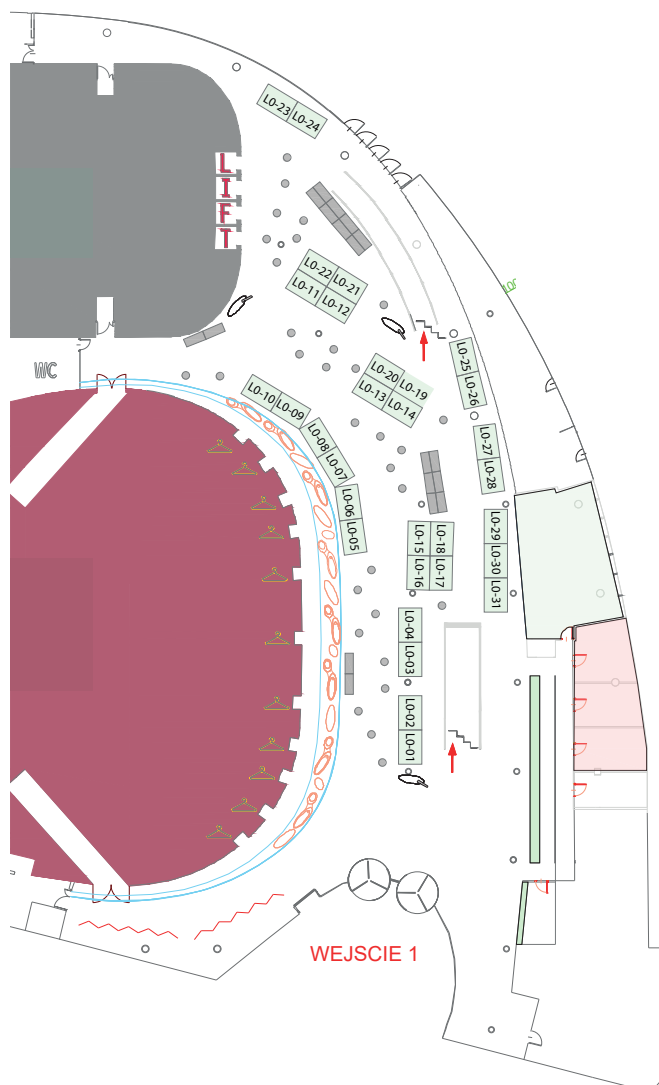
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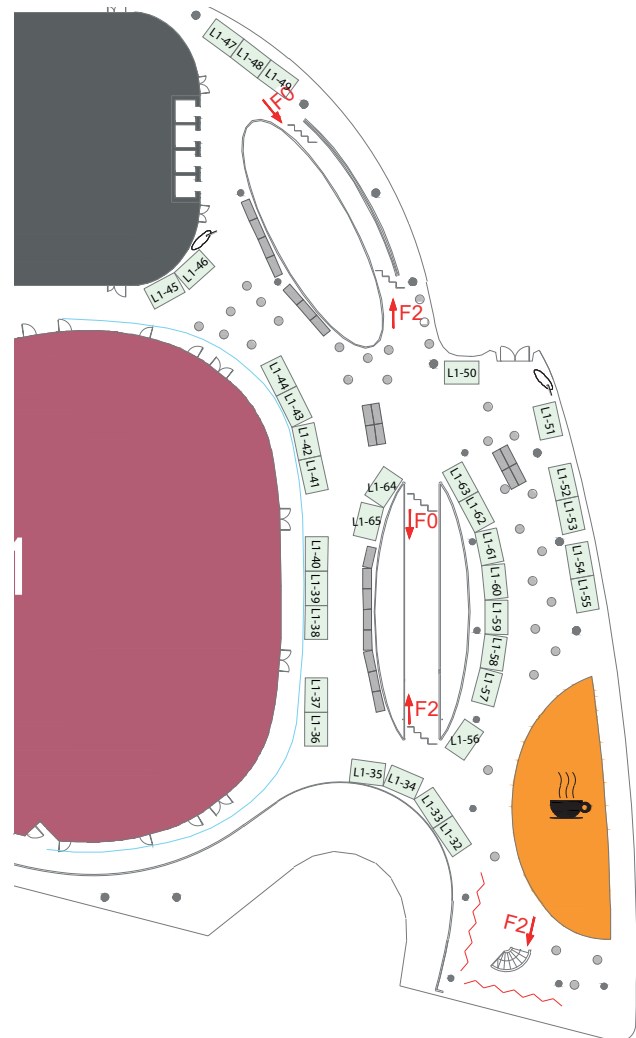
Floorplans

Level 0



Level 1

Important note: Exhibition stands on level 1 must not be higher than 2.50 m.



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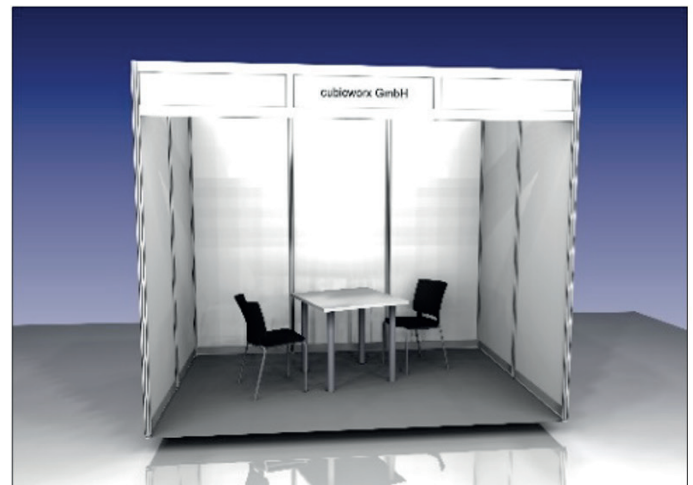
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Additional Equipment

The following additional equipment can directly be ordered via the booth construction company Event Logistica (all prices are net):

- 1) Shell scheme à € 100,- per 1 sqm
(booth size from 6 to 9 sqm)

Table and chairs not included (one table and two chairs per stand will be provided by ECVS).
Fascia board with name of the company: € 105,-



- 2) Counter à € 140,-



For any additional furniture (e. g. bar stools, brochure stands) please contact Event Logistica directly.

Deadline: 19 June 2023

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Order Form for Additional Equipment (deadline: 19 June 2023)

Please send this order form directly to

Event Logistica

Beata Maslany

phone: +48 12 307 07 20

email: beata.maslany@eventlogistica.pl

☐ Shell scheme booth (from 6 to 9 sqm) € 100,- / sqm
_____ sqm = € _____

☐ Fascia board with the name of the company € 105,-

Name to be written on fascia board (please use capital letters):

☐ Counter € 140,-

Company details

Company name: _____

Contact person: _____

phone: _____

email: _____

Street, no.: _____

ZIP, City, Country: _____

Date: _____

Signature: _____

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CATERING
for EXHIBITORS

upgrade your booth

Hello, let's talk about food!

MASTERS
CATERING



finger foods station

all-day finger food at your booth
salty and sweet delights
300 finger foods / per day
750 EUR / per day / minimum order 2 days

we are not using your plastic cups and your both will be ECO



fresh natural lemonade bar

all-day fresh natural lemonade bar at your booth
different tastes
220 portions / per day
740 EUR / per day / minimum order 2 days



barista coffee bar

all-day barista coffee bar at your booth
different kinds of coffee
300 portions / per day
1300 EUR / per day / minimum order 2 days
company logo in your coffee + 100 EUR
coffee cups with your logo extra cost 110 EUR / per day



turkish coffee bar and

prosecco

MASTERS
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all-day barista turkish coffee bar at your booth
surprise your guests
All day service 8h (3,5h + break + 3,5h)
1200 EUR / per day / minimum order 2 days
coffee cups with your logo extra cost 110 EUR / per day



smoothie bowl station



all-day smoothie bowl station at your booth
different kinds of smoothie
300 portions / per day
1300 EUR / per day / minimum order 2 days
healthy ingredients
healthy idea to upgrade your booth



organic juice bar

all-day organic juice bar your booth
different kinds of juice
300 portions / per day
1000 EUR / per day / minimum order 2 days
organic ingredients: vegetables and fruit
healthy idea to upgrade your booth



prosecco bar

all-day prosecco bar your booth / place
different kinds of taste
250 portions / per day
900 EUR / per day / minimum order 2 days
strawberries, raspberries, pitahaya, lemon, lime and fresh herbs
modern idea to upgrade your booth



fresh
hot

popcorn

all-day popcorn station at your booth / place
300 portions / per day
600 EUR / per day / minimum order 2 days
everybody likes popcorn :)



cotton candy

MASTERS
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all-day cotton candy at your booth / place
300 portions / per day
580 EUR / per day / minimum order 2 days
sweet magnificence



everything is high quality slow food products

polish slow food corner

MASTERS
CATERING

all-day polish slow food corner at your booth / place
8 hours tasting menu
9 kilos polish different kinds of sausages (slow food)
7 kilos polish smoked fish (slow food)
9 kilos polish slow food cheeses (slow food)
polish honey (3kg), polish breads (12kg), polish jam, (3kg) polish juice cold press (30 liters)
polish honey mead (3liters), polish monastic liquor (3liters)

1800 EUR/per day



salad bar

all-day salad bar corner at your booth / place
8 hours menu | 300 portions per day
2000 EUR per day

Iceberg lettuce | fresh spinach | arugula | lamb's lettuce | romaine lettuce | baked beets | radish | cauliflower
| broccoli | onion | tomatoes | colorful peppers | green cucumber | olives | capers | fresh herbs | sprouts
yellow cheese | white cheese | vegan cheese | crispy bacon | grilled chicken | roast beef
bananas | apples | pears



Get in touch

www.masterscatering.com.pl



mc@masterscatering.com.pl



+48 530290880



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