



II. SCHEDULES

- **Event opening times for all participants**

The **JEC FORUM DACH 2024** opening times will be:

- ▶ Tuesday October 22th, 2024: from 10 AM to 7 PM
- ▶ Wednesday October 23rd, 2024:from 9:15 AM to 4:30 PM

- **Schedules of the event**

- For detailed **Program**, including the Conferences and Workshops topics and speakers: [Click here](#)
- Here is the **Technical schedule** to help you manage your booth preparation:

MONDAY October 21 st , 2024	TUESDAY October 22 nd , 2024	WEDNESDAY October 23 rd , 2024
	SUPPLIERS & SPEAKERS ACCESS BOOTHS SETTING UP — 9:15 AM to 10 AM	SUPPLIERS & SPEAKERS ACCESS — 9:15 AM
	JEC FORUM DACH 2024 — OPENING HOURS 10 AM to 7 PM	JEC FORUM DACH 2024 — OPENING HOURS 9:15 AM to 4:30 PM
SUPPLIERS & SPEAKERS ACCESS BOOTHS SETTING UP — 5 PM to 7 PM	NETWORKING PARTY — 7:30 PM to 10 PM	DISMANTLING — 5 PM to 7 PM

- **Booth setting-up hours**

- ▶ Monday October 21st, 2024: set up from 5 PM to 7 PM
- ▶ Tuesday October 22nd, 2024:set up from 9:15 AM to 10:00 AM

Early setting up is not possible, suppliers will not be allowed to access the venue before this time.

- **Delivery of your booth supplies (posters, roll-ups, brochures,...) and/or your own equipment (promotional tools, samples,...):**

You will be able to park your car in the MARITIM HOTEL STUTTGART Underground Parking (€22 per day) and access the Exhibit Hall level with the elevator located right in front of the Exhibit Hall entrance.

Please do not forget to bring your own trolley for handling your supplies and equipment.

In case you need to access the Exhibit Hall directly from the street (for oversize equipment for example), please contact us as soon as possible before the setting up days for assistance (Mrs Émilie Coelho: coelho@jeccomposites.com)

PLEASE BE REMINDED THAT DURING SETTING-UP AND DISMANTLING:

Wearing safety shoes (reinforced toe caps + anti-perforation soles) is **mandatory** for anyone





- For a smooth access and Welcome process on site



The “Supplier access pass” gives you access to the venue at all steps of the event (setting up, opening and dismantling times)

Please print and bring your “Supplier access pass” in A4 format (color version) before coming to **JEC FORUM DACH 2024**

If you printed your “Supplier access pass”:

During booths setting up hours (please refer to the technical schedule), show your printed pass to the security staff for access to the Exhibit hall.

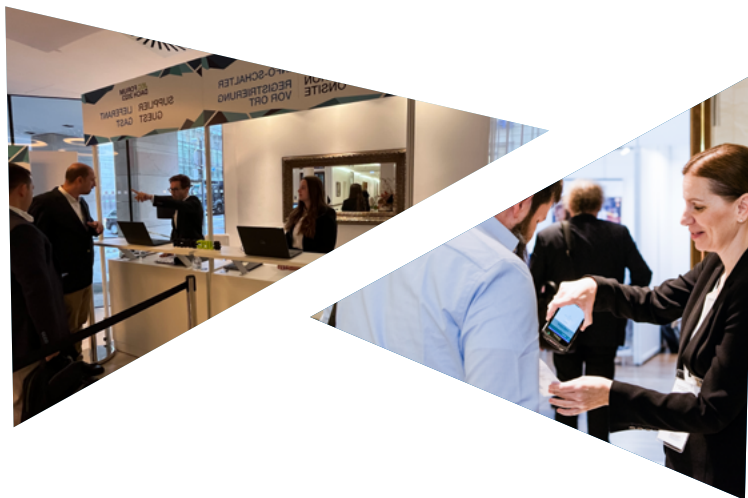
As soon as possible before the event opening hours, please go to the Welcome desks of the event (in the Hotel main entrance) to get a lanyard and badge holder.

You are all set to access the venue during the whole event!

If you did not print your “Supplier access pass”:

As soon as possible before the event opening hours (please refer to the technical schedule), you will have to go to the Welcome desks of the event (in the Hotel main entrance). We will check your registration (it may take some time), print your “Supplier access pass” and provide a lanyard and badge holder.

You will then be all set to access the venue during the whole event.



• Dismantling hours

The time allowed for dismantling will be 2 hours only, on Wednesday October 23rd, 2024: from 5 PM to 7 PM.

Please do not leave anything on your booth after 7 PM.

Help us for a secure and easy setting up and dismantling process:

Please do not obstruct the aisles during the setting-up and dismantling processes, so that no one has any trouble getting by. It is strictly forbidden to leave any materials or products on any other booths.

After setting up and dismantling time, please be aware that any materials left will be removed at the supplier’s expenses (please inform any colleague that will be on site)