

## **EXHIBITION INFORMATION – DOS CONGRESS 16th-18th NOVEMBER 2022**

Below, please find information and suggestions helping you plan the event.

Should you have material that you wish to forward to the venue prior to the event we will be able to accept the delivery maximum 1 day before exhibition starts. Following must be clearly stated on the delivery:

VINGSTED hotel & konferencecenter  
Att.: DOS Congress  
Vingsted Skovvej 2  
DK-7182 Bredsten  
Att.: (NAME OF EXHIBITOR)

### **Details regarding your exhibition area**

It is not permitted to use nails, screws, double sided tape etc. on either walls or floors. Furthermore, you are not allowed to set up materials, furniture, item and marketing materials outside your dedicated exhibition area.

### **Purchase of add ons**

It is possible to purchase extra services for your exhibition area.

<https://www.ortopaedi.dk/register-2022/>

### **SERVICE PER PCE PER DAY – ORDER MUST BE SUBMITTED TO [ldl@vingsted.dk](mailto:ldl@vingsted.dk)**

Table cloths rental (white) DKK 25.00  
High coffee table incl. table cloths (white) DKK 150.00  
Ordinary table (120 cm x 60 cm) DKK 150.00  
Ordinary chair DKK 50.00  
Extension cord DKK 100.00

### **Given prices includes VAT**

#### **Set up / dismantling**

Set up is possible from Tuesday 15<sup>th</sup> morning from 08.00/ until 21.00 PM

Dismantling must be done Friday 18<sup>th</sup> from 16.00 PM til 21.00 PM

Each exhibitor must take care of own set up/dismantling of own exhibition area, and this include waste disposal. Upon departure, ALL material for later shipping must be ready for shipping, and be clearly marked with shipping informations, as well as information about who it belongs to, contact person and telephone number.

Exhibitors make sure to order the shipping company in advance.

All material must be picked up no later than Saturday 19<sup>th</sup> at 10.00 AM.

#### **Serving of taste samples (food & beverage) from the exhibition area**

You are welcome to bring minor taste samples without charge. Venue will however decide if it is minor taste samples or if we will charge a fee. Samples must be agreed with Vingsted no less than 14 days prior to event. It is only permitted to serve the samples within own exhibition area. If you need serving dishes etc. from venue, we shall be happy to give you an offer for this.

#### **Waste handling**

When the exhibition starts, stand and floor areas must be emptied of boxes, construction materials and waste. Vingsted offers the storage and disposal of this for a fee, alternatively we ask you to otherwise remove your brought materials. Waste is not allowed to be visibly stored on the stand for the safety of our guests and staff.

### **Security**

Exhibitors are responsible for all equipment on the stand. We recommend removing all values if the stand is unmanned. Please note that the hotel is not liable for any charges, theft or damage to the stand and / or equipment. The Exhibition is closed at night but not watched

### **Parking**

Free parking.

### **Hotel**

We recommend:

Hotel Bredehus - <https://www.hotel-bredehus.dk/>

Signatur Haraldskær - <https://www.sinatur.dk/haraldskaer/?gclid=EAlaIQobChMlX-jT1be39wIVC IRCh0KKQm2EAAYASAAEglq2 D BwE>

Kind regards,



**Line D. Lykkehus**  
Konferencekoordinator

Direkte: +45 7620 2562

[ldl@vingsted.dk](mailto:ldl@vingsted.dk)



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