

Stand construction regulations and special conditions

By determining and enforcing these stand construction regulations and special conditions, the team of Building Holland 2012 aims to set clear and enforceable rules. These will enable all exhibitors to realise the best possible presentation at the exhibition, and safeguard the image of the event as a whole.

General stand construction regulations

Stand design – deadline is 1 March 2012.

All Building Holland 2012 exhibitors must submit their stand design to the exhibition organisers for written approval. Please keep in mind that stand may only be constructed after written approval.

Stand designs must be submitted to the organisers for evaluation and approval no later than 1 March 2012. Please submit a clear sketch with dimensions and a scale floor plan. The stand design can only be submitted to the following e-mail address: productiondesk@rai.nl with a cc to buildingholland@rai.nl. Please mention the event name, stand number and company name in the subject line of the e-mail. If your stand is no higher than 3 metres a confirmation of building height will do.

Note: The only exception to the above is companies that use 'ready-to-exhibit' stands from the organisers. No stand design is necessary for these types of stand.

Stand construction height

- Standard construction height is 275 cm + or – 25 cm (including wooden platforms).
- Maximum construction height is 550 cm (including wooden platforms) if the stand is located at a minimum of 200 cm from the perimeter and does not take up more than 1/3 of the side surface.
- Maximum construction height is 700 cm (including wooden platforms) if the stand is located at a minimum of 200 cm from the perimeter and does not take up more than 1/5 of the side surface.
- **Exceptions on building height above 275 cm + or – 25 cm are only allowed after consulting the organisers and the neighbouring stand(s). If the parties in question cannot come to an agreement, the organisers' decision will be final.**

Columns/pillars

- Columns/pillars higher than 275 cm are allowed to be less than 200 cm from the perimeter if they are not wider than 50 x 50 cm and do not add up to more than 1/3 and/or 1/5 of the side surface.

Walls

- Walls between 100 cm and 275 cm can be placed at less than 200 cm from the perimeter if the width is no more than 1/2 of the side surface.
- Back walls higher than 275 cm + or – 25 cm (max. 550 cm) may not take up more than 1/3 of the side and must be at least 200 cm from the perimeter.
- **Back walls higher than 275 cm + or – 25 cm are only allowed after consultation with the organisers and neighbouring exhibitor(s). If the parties in question cannot come to an agreement, the organisers' decision will be final.**

Stands placed against the walls of Amsterdam RAI

- Stands placed against the walls of the RAI are entitled to more liberal construction regulations concerning the back wall as these will not block the view to other stands.
- There are no restrictions regarding the width of back walls between 275 cm and 700 cm.
- Under no circumstances should air inlets and safety facilities be blocked.

Trusses

- Trusses with banners of less than 150 cm below the truss are not limited in width or distance to the perimeter unless the difference in height between the (top of the) walls and banners is a minimum of 100 cm. The maximum suspension height is 700 cm.
- The underside of the trusses must be no more than 700 cm from the floor
- Nothing should protrude above the trusses except the required rigging and electrics
- Trusses may never be hung outside the perimeter
- Trusses with banners attached to it no more than 150 cm below the bottom of the truss are considered to be walls and must hang at least 200 cm away from the perimeter and may not take up more than 1/3 (if truss height is 550 cm) or 1/5 (if truss height is 700 cm) of the side surface.

(Horizontal) ceiling

- A horizontal ceiling is allowed up to a maximum height of 700 cm. A non-horizontal ceiling is considered in the same way as a banner with trusses or a wall.

Suspension above the aisles

- Under no circumstances should stand constructions or trusses be suspended over the aisles.
- If two or more stands belong to a single exhibitor, consult the organisers for permission to adapt the colour and/or floor covering of the aisle to the stand design.

Island stand

- Island stands have to meet the regulations above.
- Exceptions on the regulations above may, within all reason, be approved by the organisers based on the position of the stand.

End of row/Corner/Inline stands (deviations)

- **Any deviation from the general stand construction regulations requires the approval of the organisers. As a condition the organisers may require the written consent of the neighbouring exhibitors. If the neighbouring exhibitors do not agree with the deviating stand construction, the general stand construction regulations apply. If the parties in question cannot come to an agreement, the organisers' decision will be final.**

DEFINITIONS

Banners

- Banners are long 'flags' or cloths which are used for advertising purposes. Banners are available in both horizontal and vertical versions.

Island stands

- Island stands have aisles on all sides. The design should ensure that the view of other stands at the exhibition is obstructed as little as possible. Island stands may have ceilings. If the balconies in Hall 1 (Europa Hall) are in use these ceilings must be nicely finished. Free-hanging ceilings (i.e. suspended from the roof) are allowed if approved by the organisers.

Multi-storey stands

- Multi-storey stands require approval from our Licenses Desk. Request forms for licenses are available in our web shop.

Required data for multi-storey stands:

Construction:

Design drawing(s), including (at least) the following data:

- Total construction overview with dimensions
- Dimensions/profile types for columns, joists, stability connections, etc.
- Make and type of pre-fabricated parts (such as flooring systems)
- Main connection detail(s)
- Material qualities (such as steel type and quality, concrete strength, wood quality)

Calculations:

- In accordance with Dutch regulations, NEN series or Eurocode
- The loads on the construction must be clearly stated and well-founded (for variable loads refer to regulations)
- Statistical calculations for the normative construction elements

Compatibility with Building's Decree 2003: not yet constructed building (all necessary articles):

Drawing(s), including (at least) the following data:

- Location
- Floor plans, cross-sections, frontal view, all with clearly visible dimensions
- Basic details, wall construction, applied materials
- Height variations, border safety
- Steps
- Fall safety (railings, glass, specifications on drawing)
- Parapet height (step-up possibilities)

The determined set-up and breakdown times also apply to multi-storey stands. Multi-storey stands are subject to costs for extra stand surface. Exhibitors are responsible for ensuring that there is no view on/into the surrounding stands from the multi-storey stand and taking into account extra costs for technical facilities; The supplier rates are based on use directly on the floor.

Fascia boards

- A fascia board is a construction on the upper part of a stand, usually conveying the name of the exhibitor. It can be placed on several sides of the stand, depending on the shape of the stand. The maximum height of a fascia board is 40 cm.

Corner stands

- Corner stands have aisles on two sides. Exhibitors need to provide a back and a side wall.

End of row (peninsula) stands

- End of row stands have aisles on three sides. Exhibitors need to provide a back wall.

Suspension wires

- In most places in the building it is possible to suspend parts of the stand from the roof. Mansveld Expotech is the only company allowed to perform these types of activities. For more information please contact +31 20 5491928

Perimeter

- The perimeter is the outline within which the stand is placed, and indicates the demarcation with the aisles and neighbouring stands.

Standard construction height

- The standard construction height is the maximum construction height that all stands must comply with. Written permission from the organisers is required for any deviation, and will require the submission of a detailed stand design (productiondesk@rai.nl with a cc to buildingholland@rai.nl). Please mention the event name, stand number and company name in the subject line of the e-mail.

Trusses

- Trusses are metal suspension constructions, mostly rectangular or triangular, to which various lighting and audio equipment can be attached. Banners and other advertising can also be attached to trusses.

Wooden platforms/raised floor

- The use of wooden platforms is recommended for stands with water and gas pipes, and/or large amounts of electric wiring; the stand builder can be approached for advice.

When using platforms, the following must be taken into account:

- Maximum height is 10 centimetres, measured from floor level to the top of the platform
- The platform sides should be closed off and neatly finished
- Platforms should be placed within the stand's perimeter
- The height of the walls, including the platform, should be 275 cm
- Exhibitors who use raised floors are asked to make sure that their presentation is accessible to the disabled, for instance, by employing sloping stand edges or by adding ramps (of sufficient width and without sharp-angled sides). This should preferably be recognisable to the visitors.

Wall

- A wall is a partition made of hard materials such as wood, glass, polyester or stone, but can also consist of curtains, nets or blinds, or a combination of the above-mentioned.

Wall stands

- Wall stands have an aisle on one side. Exhibitors need to provide one back and two side walls.

No provisions

- Any requests that are not covered by these construction regulations will be decided upon by the organisers.

Fire and safety regulations

Fire and safety regulations take precedence over these stand construction regulations in all circumstances.

Sound

There are specific regulations regarding sound to ensure a successful Building Holland for all exhibitors and visitors. Special activities at the stands, including product presentations, performances and shows, are only allowed with written approval from the organisers granted before 1 December 2011. Approval is subject to the condition that the activity is situated in such a way that visitors do not have to stand in the aisle and the noise does not cause a disturbance. **Any plans for such activities must be discussed with the Building Holland project team based on your stand design.**

The use of audio equipment must be submitted to the organisers by means of the reply form available via the Exhibitor Management Portal. If exhibitors intend to play music on your stand, a licence must be applied for with Buma/Stemra (www.bumastemra.nl).

Stand designs can only be submitted to the following e-mail address: productiondesk@rai.nl with a cc to buildingholland@rai.nl. Please mention the event name, stand number and company name in the subject line of the e-mail.

Or otherwise by postal mail / fax to:

Amsterdam RAI

T.a.v. Building Holland 2012 project team

Postbus 77777

1070 MS AMSTERDAM

The Netherlands

Fax: +31 (0)20 549 18 43