



# **AEROSPACE** **ADDITIVE MANUFACTURING** **SUMMIT**

## **Technical Guide**

**November 21-22, 2017**

**Diagora Centre de Congrès et d'Exposition**

150, rue Pierre Gilles de Gennes

31670 TOULOUSE – LABEGE

Tél. : 05 61 39 93 39 – Fax : 05 61 39 79 80

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## CONTACTS

### General Organization

#### advanced business events

35-37, rue des Abondances  
92513 Boulogne cedex - France  
Tél : 01 41 86 41 60 - Fax : 01 46 03 86 26  
Site Internet : <http://france.additive-aerospace-summit.com/>  
E-mail : [additive-aerospace-summit@advbe.com](mailto:additive-aerospace-summit@advbe.com)



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## EVENT SCHEDULE & AGENDA

### Tuesday, November 21

08.00 – 09.00 : Welcoming of participants  
09.00 – 12.30 : Plenary session of conferences  
**12.30 – 02.00 : Networking lunch**  
02.00 – 06.00 : Plenary session of conferences  
**07.00 – 11.00 : Networking cocktail**

### Wednesday, November 22

08.00 – 08.30 : Welcoming of participants  
08.45 – 12.45 : One-to-one meetings / workshops  
**12.45 – 02.00 : Networking lunch**  
02.00 – 06.00 : One-to-one meetings / workshops

|                           | Monday 20               | Tuesday 21                | Wednesday 22         |
|---------------------------|-------------------------|---------------------------|----------------------|
| Access to Exhibition Hall | <b>2.00 – 6.00 (PM)</b> | <b>08.00 - 09.00</b>      |                      |
| Networking cocktail       |                         | <b>07.00 – 11.00 (PM)</b> |                      |
| Booth move-out            |                         |                           | <b>06.00 – 08.00</b> |

## RECEPTION DESK

Upon your arrival at Diagora, all participants must go to the reception desk and collect their participant folders (**for those attending the one-to-one meetings**). The participant folder contains the following items

- The schedule of meetings
- The badge
- The floorplan & the list of exhibitors
- The program of conferences and workshops

For the participants who only attend the conferences, they will be able to collect their badges and the program of conferences at the reception desk too.

## BOOTH SET UP

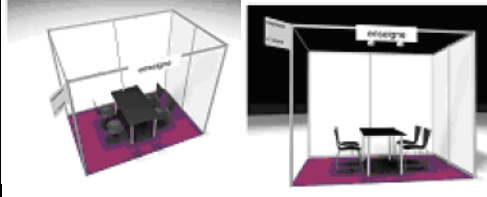
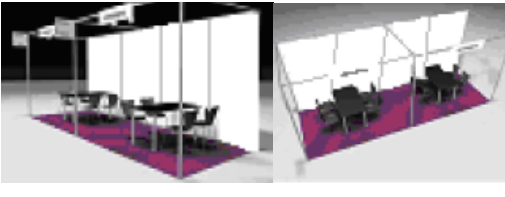
Set up time will be running from **02.00 to 08.00 (PM) on Monday, November 20<sup>th</sup>**. For exhibitors unable to make it on Monday, it is recommended to arrive at the Exhibition Center at **07.30 AM on Tuesday, November 21<sup>st</sup>** to complete the set up and personalization of their booths.

Aerospace Additive Manufacturing Summit offers hard walled booths. **We strongly recommend you to bring graphics to customize your space** (custom-printed wall, posters and fascia panels... for a more professional appearance)

Noisy machines or sound systems are not allowed. Also ensure that all equipment and graphics you'll bring can actually fit in your booth.

## BOOTH DETAILS

Each wall panel measures 1m (3.3ft) wide and 2.5m (8.2ft) high. Exhibitors are welcome to bring pop-up stands, rollups and other graphics as long as they fit within the dimensions of the selected booth and do not stick out.

| 4sqm Booth Package<br>4sqm (2x2)  | 8sqm Booth Package<br>8sqm (4x2)   |
|---|--|
|    |    |
| <ul style="list-style-type: none"><li>✓ Spot lights</li><li>✓ 1 Table</li><li>✓ 3 Chairs</li><li>✓ Fascia Board</li><li>✓ Carpet</li><li>✓ Power supply</li></ul> | <ul style="list-style-type: none"><li>✓ Spot lights</li><li>✓ 2 Tables</li><li>✓ 6 Chairs</li><li>✓ Fascia Board</li><li>✓ Carpet</li><li>✓ Power supply</li></ul> |

In order to customize your space, we strongly recommend you to bring graphics. You must bring necessary materials to hang or paste your graphics (chains, adhesives and so forth). **It is strictly forbidden to drill into the panels.** Your booth is equipped with an electric outlet. You must bring multiple outlets if you're planning to use several devices.

## ADDITIONAL FURNITURE

### • Default furniture:

**Our official supplier, «LIGN'EXPO »** offers an entire range of furniture, equipment & printed materials. You may trade your default furniture or order additional equipment at your own cost.

### • How to place an order?

Simply complete the appropriate booking form provided in annexes at the end of this document

**ALL ORDERS MUST BE SUBMITTED BEFORE OCTOBER 31.**

### ⇒ Contact :

**LIGN' EXPO – Isabelle**

17 Rue des usines - 31150 FENOUILLET

Tél. : + 33 (0)5 62 75 99 30 - Fax : + 33 (0)5 62 75 99 39

Email : [isabelle@lignexpo.com](mailto:isabelle@lignexpo.com)

## LUNCHES & COCKTAIL

### LUNCH

A networking lunch will be catered on **November 21 & 22**, included in your package.

### COFFEE BREAK

**Complementary hot and cold beverages** will be offered to all the participants on **November 21 & 22**, in the morning and in the afternoon

### COCKTAIL

A networking cocktail offered to all the participants, will be held on **November 21.**

## INTERNET

You can have a Wi-Fi connection inside the exhibition hall.

## CONFERENCES & WORKSHOPS

All registered participant will have a free access to the conferences and workshops held on November 21 and 22.

You can check the program from this link: <http://france.additive-aerospace-summit.com/summit-2>

Each participant will be able to select the conferences and workshop he'd like to attend from his member area, thanks to the login and password he received: <http://meetings.additive-aerospace-summit.com/toulouse/2017//php/membre.php>

## SHIPPING

**Be sure to have your materials delivered from 7:00 AM on November 20, 2017.** Any earlier deliveries will not be handled. Send them to the address below and **add the name of the event as well as your company name** on the label:

### "AEROSPACE ADDITIVE MANUFACTURING SUMMIT"

Name of your company  
Diagora Centre de Congrès et d'Exposition  
150, rue Pierre Gilles de Gennes  
31670 TOULOUSE – LABEGE

**Materials Delivery date:** from **November 21**

**Materials Pick-up :** **November 22 before 8.00PM**

## BOOTH MOVE OUT

Exhibitors must have all their materials and equipment cleared from the booths by 08.00 PM on **Wednesday, November 22.** **Your materials and equipment must be picked up by your outbound carrier before 08.00 PM on November 22.** from the Exhibition Center.

**NOTE:** you are recommended to attend all your belongings at all times. abe shall not be responsible for any damage caused to your equipment or theft. Any materials or equipment left or unattended by **Thursday, November 23 at 09.00 AM**, could be taken to a place the organizer deems appropriate at the participant cost and risk.

## TRANSPORTATIONS TO THE VENUE

### → FLIGHTS

**International Airport Toulouse-Blagnac** : 20 mn by car.

[www.toulouse.aeroport.fr](http://www.toulouse.aeroport.fr)

### → TRAINS

Gare SNCF Toulouse Matabiau / Gare SNCF de Labège-Innopole : accès 15 mn

### → SUBWAY & BUS

#### METRO LIGNE B + BUS 79

Take the subway "metro" ligne B to Ramonville (terminus) – every 1.2 min.

At Ramonville, bus 79, bus stop « De Gennes » in front of DIAGORA – every 20 minutes

Check the timetables on : [www.tisseo.fr](http://www.tisseo.fr)

### → TAXIS

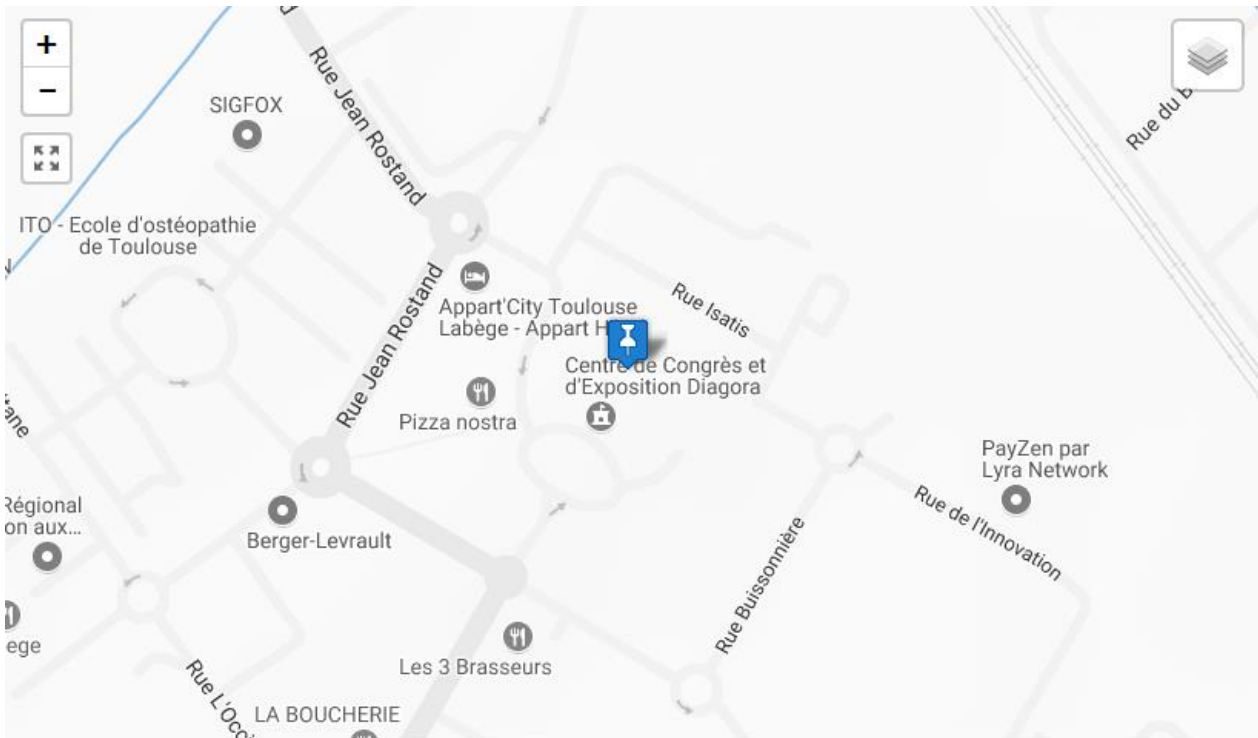
Taxi Labège – +33 6 30 33 88 33

Taxi Labège Innopole – +33 5 62 24 42 42 / +33 6 09 57 49 21

Taxi Tolosan – +33 5 61 73 47 47

Alex Taxi – +33 6 15 36 36 31

## ACCESS TO THE VENUE



### **Diagona Centre de Congrès et d'Exposition**

150, rue Pierre Gilles de Gennes  
31670 TOULOUSE – LABEGE  
Tél. : 05 61 39 93 39 – Fax : 05 61 39 79 80

A free car park is available in front of the Exhibition Center.

## HOTELS

### **RÉSIDENCE HÔTELIÈRE APPART CITY**

162 rooms  
+33 5 62 24 67 00

[WEBSITE](#)

### **INNOSTAR**

1km  
46 rooms  
+33 5 61 00 71 00

[WEBSITE](#)

### **PREMIÈRE CLASSE HÔTELS**

1km  
53 rooms  
+33 5 62 24 37 67

[WEBSITE](#)

### **CAMPANILE**

1,5km  
55 rooms  
+33 5 61 39 83 83

[WEBSITE](#)

### **LE SEXTANT**

1,5km  
55 rooms  
+33 5 61 39 27 27

[WEBSITE](#)