



25th ESA Symposium on European
ROCKET & BALLOON
programmes and related research

1-5 MAY 2022

BIARRITZ - FRANCE **EXHIBITION GUIDE**



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GENERAL INFORMATION

Scientific organisation : European Space Agency & Centre National d'Etudes Spatiales

Local Organisation :

INSIGHT OUTSIDE

26 avenue Jean Kuntzmann - 38330 Montbonnot – FRANCE

+33 (0)4 38 38 18 18

esapac22@inviteo.fr

Event venue

Casino Municipal Biarritz

Avenue Edouard VII, 64200 Biarritz

Tel : +33 5 59 22 41 86

sandrine.lemarechal@biarritz.fr

<https://congres.biarritz.fr/en>

Located a few minutes from Biarritz airport, the Casino Municipal is situated in the centre of Biarritz on the oceanfront.

How to get there (airport)

You can access Biarritz airport from the following airports:

France: Paris Orly, Paris CDG, Basel-Mulhouse, Lyon, Lille, Marseille, Strasbourg

Europe: Birmingham, Brussels, Copenhagen, Dublin, Geneva, London, Luxembourg, Munich, Southampton, Stockholm

Access from the airport to the Casino: 8mn by car, 20mn by bus (N°36, Biarritz Cité Scolaire) stop at Mairie de Biarritz Edouard 7

How to get there (by car)

Biarritz is reachable by the A63 and A64 motorways (exit 4).

How to get there (public transport)

With a TGV station and an extended TER network, Biarritz is quickly accessible by train.

2 hours from Bordeaux, 1 hour from Pau, 2.5 hours from Toulouse and 4 hours from Paris Montparnasse.



EXHIBITOR INFORMATION

- **Exhibition package included (special rate Exhibition fee will be of € 1100) :**
 - Power supply and consumption 1,7kwh with triplet
 - 1 table (120cm x 80cm) with table-cloth, 2 chairs, 1 wastepaper basket
 - 3 separator panels of 1mL each
 - One full registration fee
- **A/V supplier :** Should you wish to rent additional technical equipment please contact the staff from **ACE EVENT**: contact@ace-event.com / +33 5 59 43 95 77
- **Exhibition equipment :** Should you wish to order additional equipment please contact the staff from **BAB STAND**: secretariat@babstand.com / +33 5 59 43 19 62
You can find their catalogue by clicking on this link:
<https://www.babstand.com/catalogue/>
- **Exhibition set-up :** Sunday, 1st May 2022: from 10am. The set-up must be completed by 4pm.
- **Exhibition dismantling :** Thursday, 5th May 2022: 18:00 – 19:00
- **Exhibition opening times :** Sunday 1 May from 16:00 until Thursday, 5th May 2022 at 18:00
- **Exhibition area :** The exhibition area is located in the "Déambulateur/Fumoir" space, just after the welcome desk and on the way to the Ambassadors' room.
Exhibitors should keep their stand open and suitably staffed during the exhibition opening hours.
- **Coffee breaks and lunch :** Lunches will be served in the Ambassadors' Room. Coffee breaks will be located in front of the entrance to the auditorium.
From Monday 2 May to Thursday 5 May 2022.
- **Conference program :** The draft programme will be regularly updated and uploaded on the website



EXHIBITION AREA

« Déambulateur/Fumoir » Space

The exhibition area is located on the first floor of the conference centre, providing enough space for 15 exhibitions and allowing a constant flow of participants.

Description

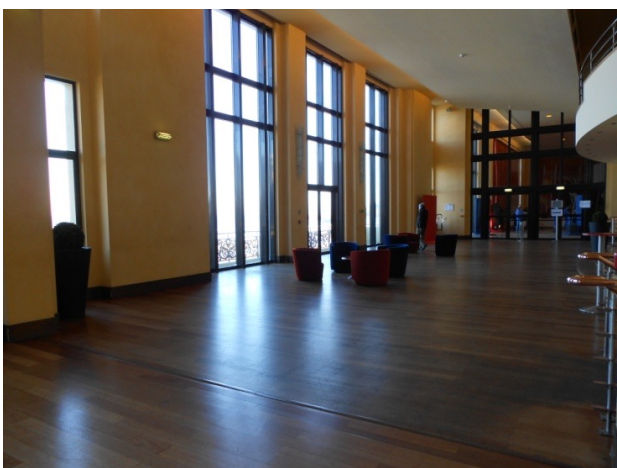
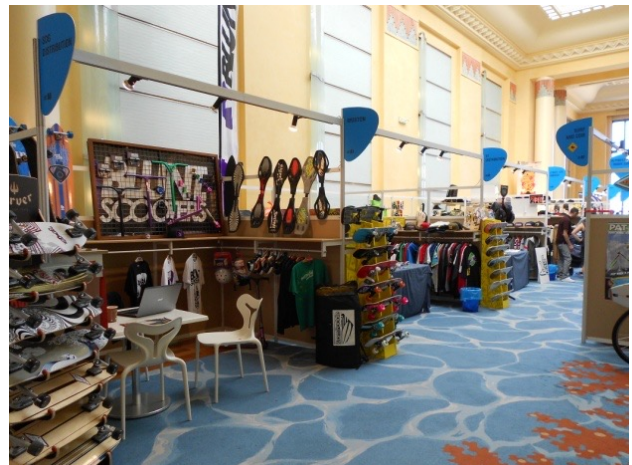
	Fumoir	Déambulateur
Area	183 m ²	283 m ²
Length	21,60 m	33 m
Width	8,50 m	8,60 m
Ceiling height	12,30 m	13,80 m
Maximum floor load	450 kg/m ² on floor 150 kg/m ² on the carpet	
Floor	Mahogany glazed parquet Blue carpet 33 m x 4,5 m Contour mahogany floor, glazed	
Fixed electrical socket	17	32
View	Bay window overlooking the beach and the ocean	
Access	Free circulation (public place)	
Lift 1	Access via bd Général de Gaulle and the Salle des Ambassadeurs Po 1.025 kg Prof 2,10 m x L 0,85 m H 2 m	
Lift 2	Access via bd Général de Gaulle and the theatre Maximum load : 3 useful tonnes Prof 3,18 m x L 2,18 m H 6,25 m Lift door access : L 1,90 m x H 2,30 m	
Sound system	Audible call for fire alarm only	

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EXHIBITION AREA

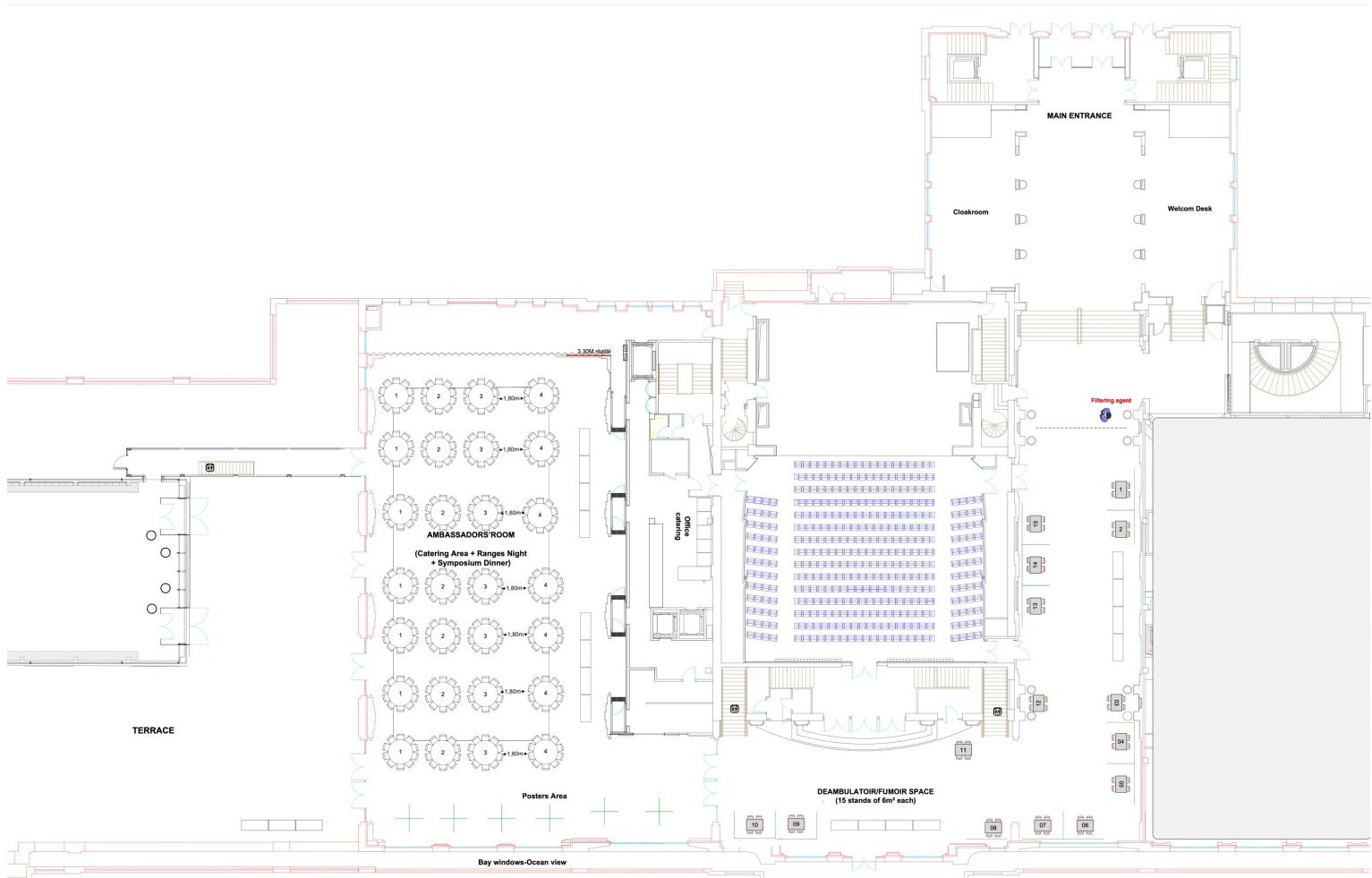
« Déambulateur/Fumoir » Space



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EXHIBITION AREA





STAND DESCRIPTIONS

- **Equipment included :** Power supply and consumption 1,7kwh with triplet
1 felt-covered table, 2 chairs, 1 wastepaper basket
3 separator panels of 1mL each

- **Security :** Exhibitors are informed that the layout of the stands must comply with the applicable safety regulations.
It is therefore expressly recommended to use materials that meet the usual standards.
The use of gas or other fuels (candles, smoke machines, plancha, etc.) is totally forbidden.

- **Guarding :** The Congress Centre does not provide security during the opening of the building between 8am and 3am.

- **Cleaning :** The floors and bins are cleaned every morning.
Packaging and waste left by exhibitors must be removed by them (before and after the exhibition).

- **Support :** It is strictly forbidden to glue or stick anything on the walls and curtains of the rooms.
You have the possibility to display on the dividers.

If needed, there is the possibility to expand your exhibition surface, depending of the remaining space available.

STAND DESCRIPTIONS

Overview of the stand layout



Overview of the separator panel





SHIPPING INSTRUCTIONS

Please identify your need according to this scheme:

- **Shipper :** Name and mobile number
- **Recipient :** **Casino Municipal**
Congrès ESAPAC 2022
Stand name or « Bureau Organisateur »
Boulevard du Général de Gaulle
64200 BIARRITZ
- **Contact on site :** Mickael BRINGAS : +33 (0)6.11.41.67.07

Shipment of material

- **Delivery date :** You can deliver the material as from Wednesday 27 April 2022.
- **Material storage :** All exhibitors' materials will be stored in the Ambassadors' Room and in the Winter Garden.

Return of the material after the symposium

- **Return date :** The material must be picked up by the transporter no later than Friday 6 May 2022 morning.
- **Material storage :** After the end of the symposium on Thursday 5 May 2022, all left material will be stored in the sub-commission rooms until Friday 6 May morning.

More information regarding delivery and pick-up of exhibitors' materials can be found on page 10 (Access - Location)



ACCESS - LOCATION

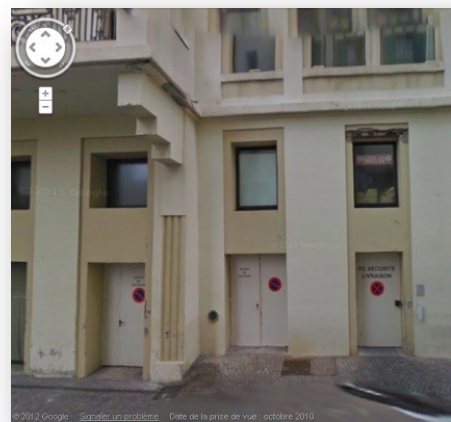
➤ **Public access :**

Casino Municipal
Avenue Edouard VII
64200 BIARRITZ



➤ **Access for delivery of parcels and stands: :**

Casino Municipal
Boulevard du Général de Gaulle
64200 BIARRITZ



Access via Boulevard du Général de Gaulle

Ring the security post at the door « DELIVERY »

Access to the rooms by a freight lift (to European standards ; 2.10 x 0.85 m H 2m W 1 kg)

Service providers may park in front of the delivery door solely for the time of unloading.

However there is the possibility of free parking on the city bus park, located Avenue Charles Floquet.

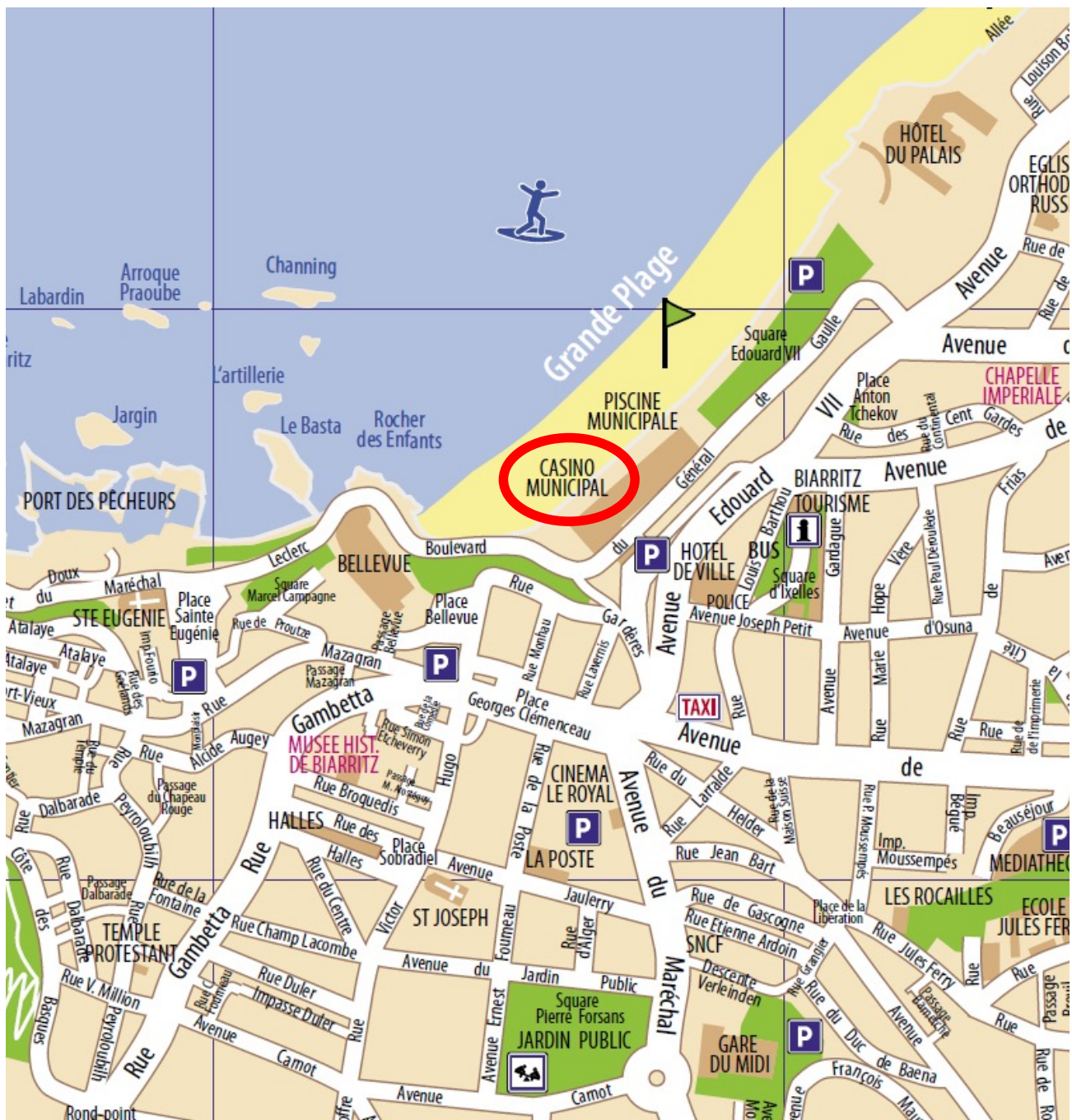
Please note the municipal regulations: Deliveries and collections by vehicles of more than 20m³ are only allowed in Biarritz town centre between 6am and 10am from Mondays to Saturdays. Vehicles over 21 tons are not allowed in Biarritz city centre.

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Route to be followed between the delivery area of the Casino Municipal, boulevard du Général de Gaulle and the bus park Avenue Charles Floquet.

