

## Stand design REGULATIONS

### Stand Design Department

#### CABINET DECO PLUS

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### STANDARDS FOR STAND PRESENTATION AND FITTINGS

- EUROPAIN “Stand Design Regulations” set out the standards for stand presentation and fittings. They have been drawn up with the aim of ensuring that the exhibition is held in optimum conditions and provides maximum comfort for visitors. These standards include the official safety regulations for trade fairs and exhibitions, which can be found at the end of the document.
- All stand fittings and decorations must comply with the “Stand Design Regulations”.

### DEADLINE FOR SUBMITTING PROJECTS

- Plans must be submitted by post or in person (by appointment) by **1st February 2010** at the latest, to the EUROPAIN Design Department and must include the following elements in duplicate:
  - A bird's eye view of the stand indicating scales, dimensions with indications of scale, dimensions and the position of clearance limits (common partitioning + aisles).
  - Sectional drawing with indications of scale, dimensions and height of the projected areas.
- Any design that does not comply with the prescribed regulations will be refused and any stand erected without permission from the Design Department may be taken down at the exhibitor's expense.

### BUILD UP AND DISMANTLING DATES OF THE EXHIBITION:

#### Bare booth exhibitors

Hall	Build up dates Starting and ending timing	Dismantling dates Starting and ending timing
Hall 1 - hall 2	Tuesday 2nd March - Thursday 4 March : from 7.30am to 7.30 pm Friday 5 March : from 7am to 10 pm	Wednesday 10 March : From 7.30 am to 10 pm Thursday 11 and Friday 12 March : From 7.30 am to 7.30 pm <b>(11 am on March 12)</b>
Hall 3	Monday 1 <sup>st</sup> March - Thursday 4 March : from 7.30am to 7.30 pm Friday 5 March : from 7am to 10 pm	Wednesday 10 March : From 7.30 am to 10 pm Thursday 11 – Friday 12 March : From 7.30 am to 7.30 pm
Hall 4	Sunday 28th February – Thursday 4 March : from 7.30am to 7.30 pm Friday 5 March : from 7am to 10 pm	Wednesday 10 March : From 7.30 am to 10 pm Thursday 11 – Friday 12 March : From 7.30 am to 7.30 pm

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- Access to the halls
- Floors, walls and pillars in the halls
- Fluid distribution conduits
- Damage
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- Suspended items
- Smoke extraction controls and fixed fire points
- Fire points (hoses)

### **Supplies included in the site rental charges**

- Floor marking
- Stand sign

### **Supplies NOT included**

- Platforms
- Partitioning
- Side panelling

### **Height of stands, clearance limits and openings onto aisles**

- Height limits
- Openings onto aisles
- Clearance limits
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### **Signage**

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## **IMPORTANT**

Before construction can begin, all plans must be submitted to EUROPAIN's Design Department who will decide whether to grant permission for the stand to be built.

### **I. HALL SPECIFICATIONS**

#### **1. Location of EUROPAIN**

EUROPAIN will take place in halls 1-2-3-4 at the Paris-Nord Villepinte Exhibition Centre from 6 to 10 March 2010.

#### **2. Access to the halls**

The 3 halls are all on ground level, with no load limit. Access to the halls is provided at ground level by numerous side doors. Vehicles are not allowed to enter the halls. Car parks next to each of the halls are available to fitters during exhibition set-up and dismantling.

#### **3. Floors,walls and pillars in the halls**

Floors,walls and pillars are either made of concrete or enamelled metal or clad with wood panelling. It is forbidden to drill, cut or otherwise deface these surfaces, nor may they be painted.

#### **4. Fluid distribution conduits**

The distribution of fluids in the halls is provided by a series of conduits. The conduits are enclosed by cast iron plates which cannot be moved. Only the Exhibition Centre operating company is entitled to use these conduits.

#### **5. Damage**

Exhibitors shall be held responsible for any damage which they or their appointed contractors may cause to the building during transport, installation or removal of their equipment.

#### **6. Aisles**

Exhibitors must not obstruct aisles with pipes, cables or decorations either at ground level or above ground. However, pipes and cables which meet the requirements of EUROPAIN or the Safety Department may be installed over stand areas if necessary.

#### **7. Suspended items**

Items suspended from the framework of the halls are installed by the Exhibition Centre's Technical Department. Requests must be made directly to the Centre's Exhibitors' Department on +33 (0)1 48 63 31 31. All suspended items must comply with the EUROPAIN 2010 Stand Design Regulations.

#### **8. Smoke extraction controls and fixed fire points**

Smoke extraction controls or fire extinguishers are mounted on the side panelling or on pillars and are indicated on the plans. Platforms must be cut away to accommodate these facilities, as shown on the drawings below. They must remain accessible at all times. Signs pointing out these facilities must be visible at all times (see attached drawings).

#### **9. Fire points (hoses)**

Fire hoses are located on the pillars either in the middle or at the edge of the stand. They must be left completely clear as shown in the diagrams attached.

### **II. SUPPLIES INCLUDED**

In the site rental charges:

- floor marking,
- floor sign indicating stand number.

### **III. ADDITIONAL SUPPLIES (At the exhibitor's expense)**

#### **1. Platforms**

The platforms supplied are designed to support a maximum distributed load of 500 kg/sq.m and must allow for the conduits for water, electricity and telephone connections shown on the plan.

For all stands using platforms higher than 2 cm, it is strongly recommended to install one or more ramps to allow disabled persons to access the stand (according to the law).

## 2. Partitioning

Additional partitions are made of plywood on a pine frame. They are painted grey and must be covered by the exhibitor. Nothing should be glued to the partitions. Any covering stapled to a partition must be removed by the exhibitor at the end of the exhibition and the staples removed from the partitions. Partitions are 2.5 metres high. The thickness of the partitions, approximately 5 cm, is included in the stand dimensions.

*To order additional services, refer to the "additional services for bare stands" order form on [www.europainservices.com](http://www.europainservices.com)*

## 3. Side panelling and poles

The panelling around the sides and the poles are three metres high. Exhibitors may use any part of the panelling to hang signs or decoration. **Anything stapled to the panelling must be removed by the exhibitor at the end of the exhibition** and the staples removed from the panelling. Failing this, the exhibitor will be charged for restoring it to its original condition.

## IV. HEIGHT OF STANDS, CLEARANCE LIMITS AND OPENING ONTO AISLES

Stands must be constructed taking the following height and clearance limits into account.

### 1. Heights limits

- **2.50 m high** for partitions and other decoration elements bordering aisles or between stands
- **Maximum 5.00 m high** for upper levels and signs
- Superstructures, signage and banners are restricted to **5.00 m**.

### 2. Openings onto aisles

Stand sides opening onto an aisle must include an opening of at least **2.50 metres** for every **4 linear metres**.

The opening must be as wide as half the length of the side.

### 3. Clearance limits

Stand structures must take into account the following clearance limits:

- Materials and decoration elements
  - Items below **2.50 m** high: no clearance limit
  - Items between **2.50 and 5.00 m** : clearance limit of **1 m** bordering aisles or between stands
- Shop frontals, racking, displays, refrigerated furniture and other equipments can be installed bordering the aisle only if the presentation surface is lower than 25% of the stand perimeter
- Machines in operations : see the regulations in your exhibitor guide.
- Video walls : clearance limits of **2 m** from aisles

### 4. Re-used stands

These are subject to EUROPAIN's Stand Design Regulations in the same way as newly built stands. They must conform to the prescribed clearance and height limits.

## V. SIGNAGE

### 1. Structure

- By sign structure, the organizers mean an open-work superstructure which can include the illuminated name or logo of the exhibitor.
- The sign structure is restricted to a height of 5 metres from the ground and must be erected at least one metre from the edges of the stand.
- The ground-plan of the sign structure shall not exceed 1/4 of the total area of the stand. The length and width shall not exceed half the length and half the width of the stand respectively.

### 2. Anchored balloons

Balloons inflated with a gas lighter than air, used as signs, must not exceed the prescribed height and clearance limits. Anchoring ties must be maintained at a constant length. Failure to comply with this requirement will give EUROPAIN the right to remove them.

### 3. Sound systems and illuminated signs

Any advertising using lighting or sound must be submitted to the approval of EUROPAIN, who may withdraw permission granted if the item in question causes a nuisance to neighbouring exhibitors, causes an obstruction or mars the appearance of the exhibition. Flashing signs and alike are not permitted. Illuminated signs are permitted but they must under no circumstances be of an intermittent or flashing nature.

### 4. TV screens (and video walls)

TV screens making up a video wall up to 5 metres high are regarded as flashing signs and are forbidden unless they are set back from the aisle by 2 metres. The sound level is restricted to 80 dbA.

## VI. PLATFORMS AND CEILINGS

### 1. Platforms

Stands with platforms or split levels design (assuming the interior space is not used and the prescribed height limits are observed) must conform to specific guidelines supplied on request.

### 2. Ceilings

In the text that follows:

- M0 means “fireproof”
- M1 means “permanently non-flammable”
- M2 means “low flammability”
- M3 means “average flammability”
- M4 means “high flammability”.

As a general rule, solid ceilings are not permitted at EUROPAIN. However, the following stand roofing options are permitted:

- Cellular structures of the “Claustra” type made of M0 or M1 materials.
- Alternating structures made of M0 or M1 materials laid out in “checkerboard” form to provide a largely open-work ceiling (50%).
- Vertical strips made of thin M0 or M1 materials placed at least 0.2 metres apart.
- Horizontal strips made of M0 or M1 materials on condition that they are no more than 1 metre wide and that they are separated by spaces at least equal to the width of the strips.
- Perforated panels made of M0 or M1 materials on condition that the openings cover 50% of the surface area.
- Wide mesh fabrics that allow water to pass through easily. Such fabrics must be at least category M0 or M1.

## VII. DOUBLE-DECKER STANDS

Exhibitors wishing to build a double-decker stand must apply for permission to build by **1st February 2010** at the latest. The application must be accompanied by a cheque for € 219 excl. VAT per sq.m of upper level floor space over 25% of the ground surface area. This sum will be deducted from the final building fees once EUROPAIN's Design Department has carried out the final calculation of the area and granted permission to build.

### 1. Certificate of conformity to safety standards

As soon as they have received building permission, exhibitors should draw up their plans, taking into account the surface area allocated, and send them to the EUROPAIN Design Department which will confirm its final approval and forward copies to the Safety Department. Detailed plans of both stands and upper levels should therefore be submitted for approval in duplicate. The plans should take into account the requirements concerning height and clearance limits contained in Articles 13, 14, 15, etc.

**IMPORTANT:** For solid horizontal structures such as the floors of upper levels and solid ceilings, there must be a 1-metre clearance from the partitioning in order to leave a distance of at least 2 metres between two adjoining double-decker stands or solid ceilings. Fascias must not extend higher than 2.5 metres above the floor. If a sign or logo exceeding the 2.5-metre limit is to be fixed to the fascia, it must be the prescribed distance from the edges of the stand and dividing partitions in particular.

## 2. Surface area

300 sq.m maximum for the upper level itself. Only one upper level per stand is permitted.

## 3. Weight limits

- 250 Kg/sq.m for upper levels under 50 sq.m.
- 350 Kg/sq.m for upper levels over 50 sq.m.

**IMPORTANT:** Exhibitors shall produce their calculations for their double-decker stand and have them checked during build-up by a registered inspector. The security consultancy WATTEAU (Tél. : +33 (0)6 85 94 49 57 - Fax : +33 (0) 3 44 55 54 03) can provide on request a list of registered inspectors in the Paris area.

It is imperative that these documents are presented to the Safety Committee when they inspect the stand to approve the upper level for access to the public.

## 4. Stairs

- Number of staircases per upper level and minimum width:

Careful consideration must be given to the exact position of staircases leading to upper levels, their number and width being dependent on the surface area of such levels:

- Up to 19 sq.m: 1 x 0.90-metre staircase
- 20-50 sq.m: 2 staircases, one 0.9 metre wide and the other 0.6 metre wide
- 51-100 sq.m: either 2 x 0.9-metre staircases or 2 staircases, one 1.4 metres wide and the other 0.6 metre wide
- 101-200 sq.m: 2 staircases, one 1.4 metres wide and the other 0.9 metre wide
- 201-300 sq.m: 2 x 1.4-metre staircases.

Only staircases whose closest outer uprights are at least 5 metres apart can be taken into account in the number of exits and stair widths. Exits must be clearly pointed out by a sign bearing the word "Sortie" (exit) in white letters on a green background.

- Straight staircases

Straight staircases for public use must be constructed such that the steps comply with the customary regulations, each flight of stairs having no more than 25 steps. As far as possible, the direction of the flights should alternate. The height of the steps must be 13 cm minimum and 17 cm maximum. Steps must be at least 28 cm wide but not more than 36 cm wide. The relationship between the height and width of steps is governed by the equation  $0.60 < 2H + G < 0.64$  m. The steps in one flight must be of uniform height and width, although an exception may be made for the first step. Landings should be the same width as the staircase: in the case of flights not continuing in a different direction, landings should be longer than one metre. Single-width staircases must be fitted with one handrail. Double-width staircases or wider must have one handrail on each side.

- Spiral staircases

Standard or additional spiral staircases shall be continuous, with no other landings apart from those serving upper levels. The tread and the height of the steps on the line of flight, 0.6 metre from the newel or central void, shall conform to the regulations mentioned in the previous article. In addition, the outer stair tread must not exceed 0.42 metre. The handrail for single-width staircases must be located on the outside.

Stairs:

Single-width:  $A > 28$  cm /  $B < 42$  cm.

Double-width:  $A > 28$  cm /  $B < 42$  cm.

- Stairs combining straight and spiral elements

On condition that both the spiral and straight elements conform to the aforementioned regulations, staircases of this type can be considered as complying with the regulations defined above and, consequently, nothing prevents their being used in establishments open to the public.

- Stair railings and banisters

In accordance with French standards NF P 01-012 and NF P 01- 013, stair railings must withstand a pressure of 100 kg per linear metre. Protective glass panels must be either reinforced or made of compound glass. So-called "Securit" glass is not permitted.

- Location

Stairs must be located at least 1 metre from the stand's common partitioning in order to avoid overlooking the neighbouring stand. When two staircases are necessary, they shall be diametrically opposed.

## 5. Fire prevention

Each stand shall be equipped with fire extinguishing facilities, including: one sprayed water extinguisher placed at the bottom of each staircase and a CO<sub>2</sub>-type extinguisher placed near the electricity switchboard. If the surface area of the upper level is greater than 50 m<sup>2</sup>, appropriate additional fire extinguishing facilities shall be constantly ensured by at least one safety officer while the public is present.

## 6. Transparent upper levels

Upper levels may be used to display a sign while remaining openwork. Not more than half the sides of the upper level may be filled in. The parts of sides left open shall be fitted with guard-rails in compliance with safety regulations. (French standard pertaining to guard-rails: NFP 01-012).

## 7. Ceilings

Upper levels must not be covered with a solid ceiling or canopy.

# VIII. KITCHENS - FOOD SAMPLING

## 1. Food sampling

Tasting alongside the aisles is expressly forbidden. If the exhibitor intends to provide samples for tasting, this must be done inside the stand.

## 2. Cooking on the stands

Exhibitors wishing to prepare cooked food on their stands must inform EUROPAIN by **1st February 2010**. They must also:

- Take all necessary steps to avoid environmental pollution
- Conform to the safety standards (particularly with respect to the use of liquid gas (Article 45) and hygiene regulations in force).

In the text that follows:

- M0 means "fireproof"
- M1 means "permanently non-flammable"
- M2 means "low flammability"
- M3 means "average flammability"
- M4 means "high flammability".

In all kitchen areas :

- The floor (or table) supporting cooking appliances must be made of fireproof materials or covered with M0-grade materials
- Cooking appliances must be kept at a safe distance from any inflammable material and must be installed such that it does not constitute a fire hazard
- If such cooking appliances are situated close to a partition, the partition must be covered with fireproof material (M0-grade) extending to a height of one metre above the appliance
- Electricity meters must be at a distance of at least one metre from any water supply point
- Each kitchen area must be provided with one or more fire extinguishers.

Stands with cooking appliances with a combined wattage of more than 20 kW

(See form on [www.sial.fr](http://www.sial.fr), exhibitors services)

- The kitchen must be enclosed within a 1-hour fire-resistant room or unit with a half-hour fire-resistant door
- The smoke and steam extraction flue must be fire-resistant for one hour with use of a 400°C extractor for one hour.

Stands with cooking appliances with a combined wattage of less than 20 kW

(See form on [www.sial.fr](http://www.sial.fr), exhibitors services).

- Each kitchen must have an extractor hood covering all the cooking appliances
- Each kitchen must have a central cutoff for all the cooking appliances (if necessary, one for the gas supply and one for the electricity supply). The cutoff devices must be clearly marked and easily accessible
- Cooking appliances must either be installed at least 0.5 metre from the walls of the kitchen or the walls must be insulated with fireproof material
- Flexible gas pipes connecting appliances to the gas supply must be replaced at the appropriate time
- A mandatory certificate relating to the total power of appliances installed must be presented to the Safety Committee.

### **3. Characteristics of cooker hoods**

The health regulations relating to the extraction of water vapour and oily steam calls for the provision of mechanical extractor devices. All steam and smoke must be drawn into a large hood by a sufficiently powerful fan, then filtered and deodorized by three successive filters: the first a fine wire mesh, the second an electrostatic finishing filter and the third a deodorizing activated carbon filter.

- The cross-section of the filters must be approximately 0.5 metre per square metre of cooking space
- The rate of extraction must be approximately 4,000 m<sup>3</sup>/hour per square metre of cooking space
- The hood must be closed on three sides, with a clearance of 0.8 metre above the cooking area.

## **IX. ACCESS FOR DISABLED PEOPLE**

Should any stand be equipped with a raised floor that is more than 2,5 cm thick, this raised floor shall have an access ramp for disabled people. This access ramp shall be 0,90 m wide a gradient of 5 %.