



STANDESIGN PROJECT MANAGER



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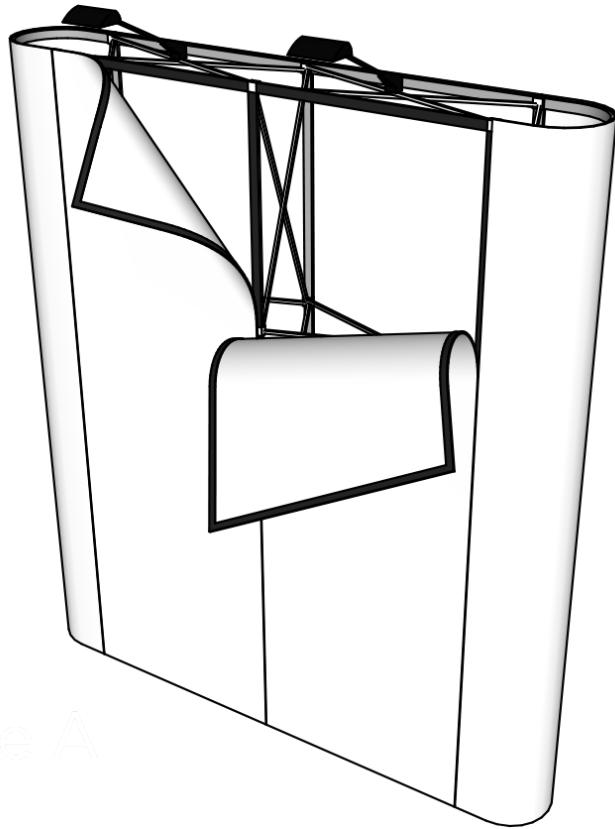


FURNITURE INCLUDED IN YOUR FEE

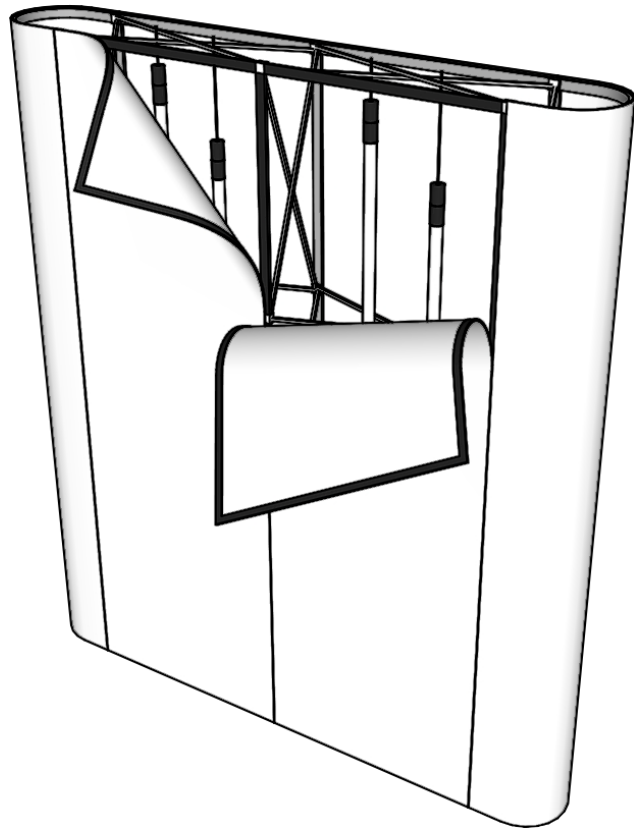
- 1 x Table (low or tall)
- 3 x Chairs or bar chairs
- 1 x Brochure stand
- 1 x 110V with approx. 500 W for charging phone, laptop etc.



EXPO POSTERS



EXPO POSTERS - BACKLIT



GRAPHICS FOR EXPO POSTERS

See drawings for number of EXPO posters on your booth

Graphics dimensions:

- 1 poster: w: 780 x h: 2367mm
- 2 posters: w: 1560 x h: 2367mm
- 3 posters: w: 2340 x h: 2367mm
- 4 posters: w: 3120 x h: 2367mm

Specifications for your print files:

- Add 10 mm bleed (crop marks must be visible)
- All text must be outlined
- All images must be minimum 100 dpi
- All logos in EPS or AI file
- All colors will be printed in CMYK

- Print ready pdf's must be sent by
www.wetransfer.dk to the project manager

Deadline: 25th of January 2024

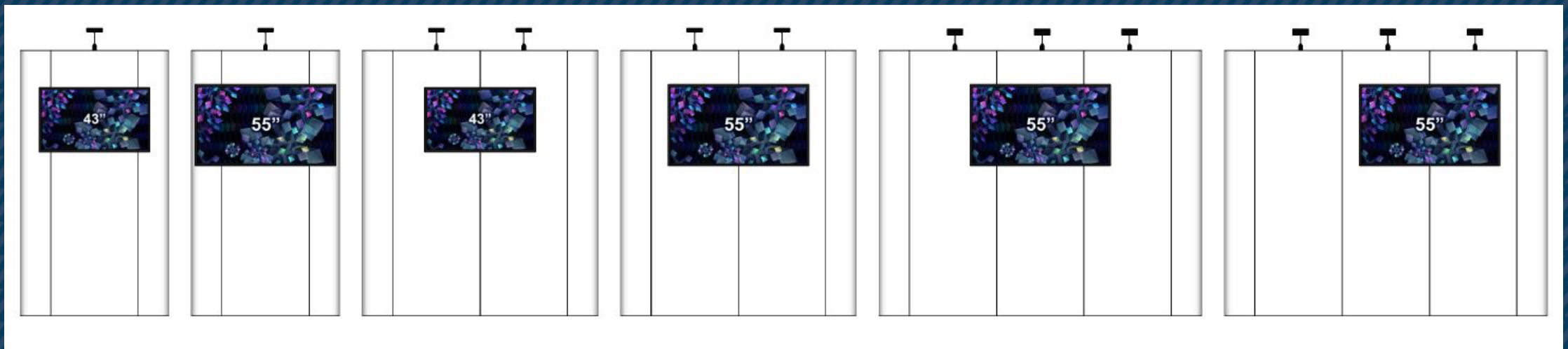
Standesign offers to produce the printing file.

Please order DTP in the order form



MONITOR ON EXPO WALLS

- Monitors can be mounted on front (43" and 55")
- Is as standard placed at the vertical center of each poster, or at the intersections between two posters



ORDER FORM

- Please fill out the order form and return by email to: andre@standesign.dk
- **Deadline: 25.01.2024**
- End curves will have text. Company name or web address in same size and font. **Remember to indicate the required text** for your end curves in the order form

Exhibitor Information:	
Company name:	
Company adress:	
Company phone:	
Contact person name:	
Contact person e-mail:	
Contact persone phone:	
Invoicing name and reference	
Invoicing e-mail:	

Event Information:	
Name of event:	Wind Expo 2024
Location:	Tokyo Big Sight, Japan
Date:	February 28 - March 1, 2024
Booth No.:	Hall xx Booth xx
Deadline for order form:	25.01.2024
Deadline for Print files:	25.01.2024
Freight from DK: (BWS transport proposal)	08.02.2024 (luftfragt)

Order Form
Please fill out the order form and return by email to: andre@standesign.dk no later than the above deadline.

Would you like to make use of the furniture package consisting of 1 table, 3 chairs, 1 brochure stand and 1 socket 100V, 500W which is included in the participation fee?	yes/no
	yes

HANDLING OF YOUR GOODS

Standesign can help you handling your own equipment (unpacking and packing)

Must be ordered in advance via the order form

Please indicate estimated hours and provide the following information:

- Arrival of the goods
- Amount of crates

Please note: We only empty the crates. We do not assemble your equipment



STAND HANDOVER

- Stand handover:
27.02.2024 between 14.00 - 17.00
(2 pm – 5 pm)

Stands must be completed, and excess products and materials must be removed from all halls no later than 18.00 (6 pm) on 27.02.2024 – please allow time to load and unload vehicles.

During build up and breakdown, contractors and exhibitors are required to wear build up/breakdown passes and Personal Protective Equipment at all times and to comply with the Health and Safety Regulations of the venue



