





## STANDESIGN PROJECT MANAGER



### **André Minier**

Project Manager

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Phone: +45 23 46 77 68



## FURNITURE INCLUDED IN YOUR FEE

- 1 x Table (standard / bar)
- 3 x Chairs (standard / bar)
- 1 x Counter Bilbao
- 1 x 220V with approx. 300W for charging phone, laptop etc.



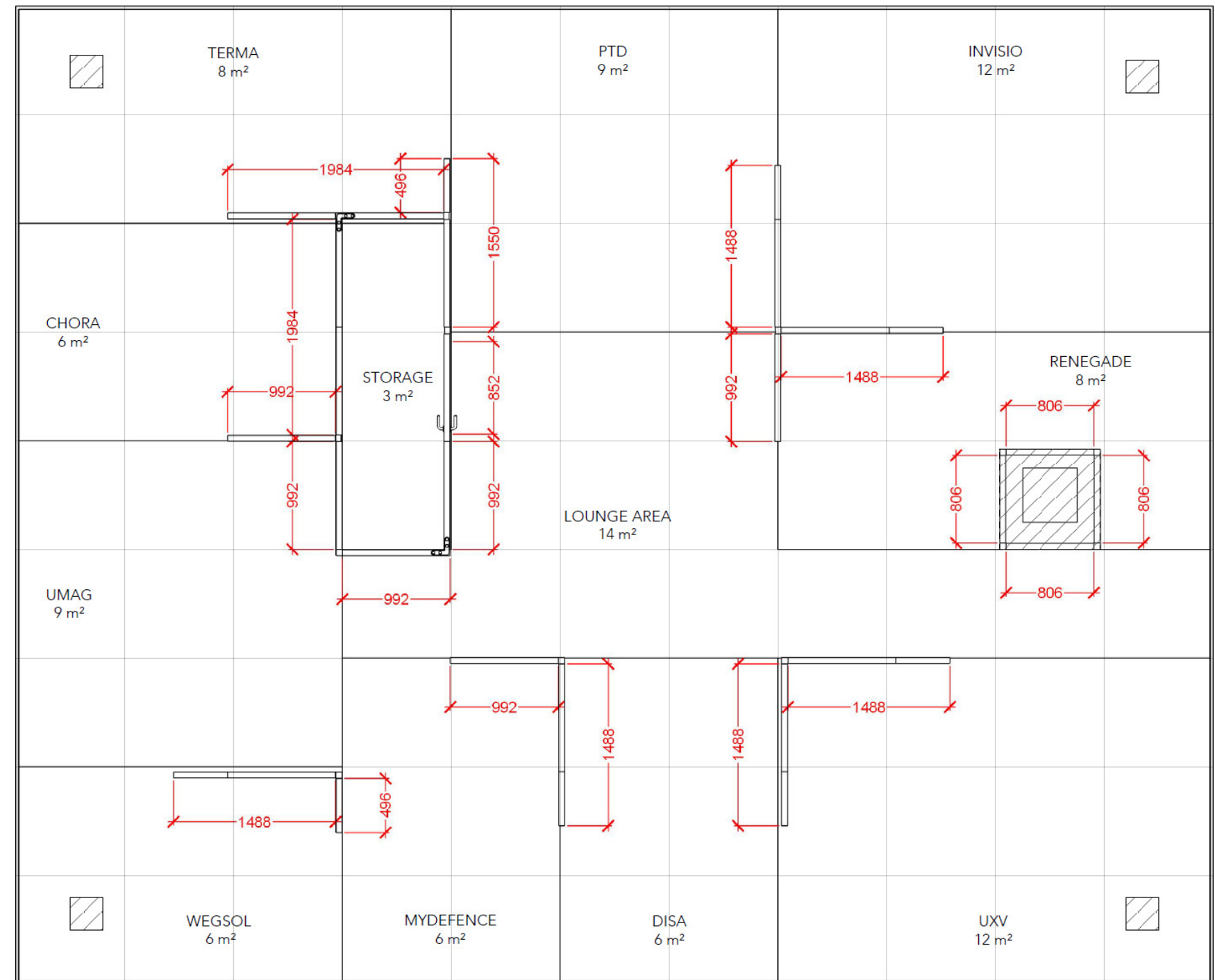
## GRAPHICS FOR YOUR BOOTH

See drawings and graphics overview for specific graphics dimensions of the walls on your booth for full fabric covering.

### How to read the dimensions for your graphics:

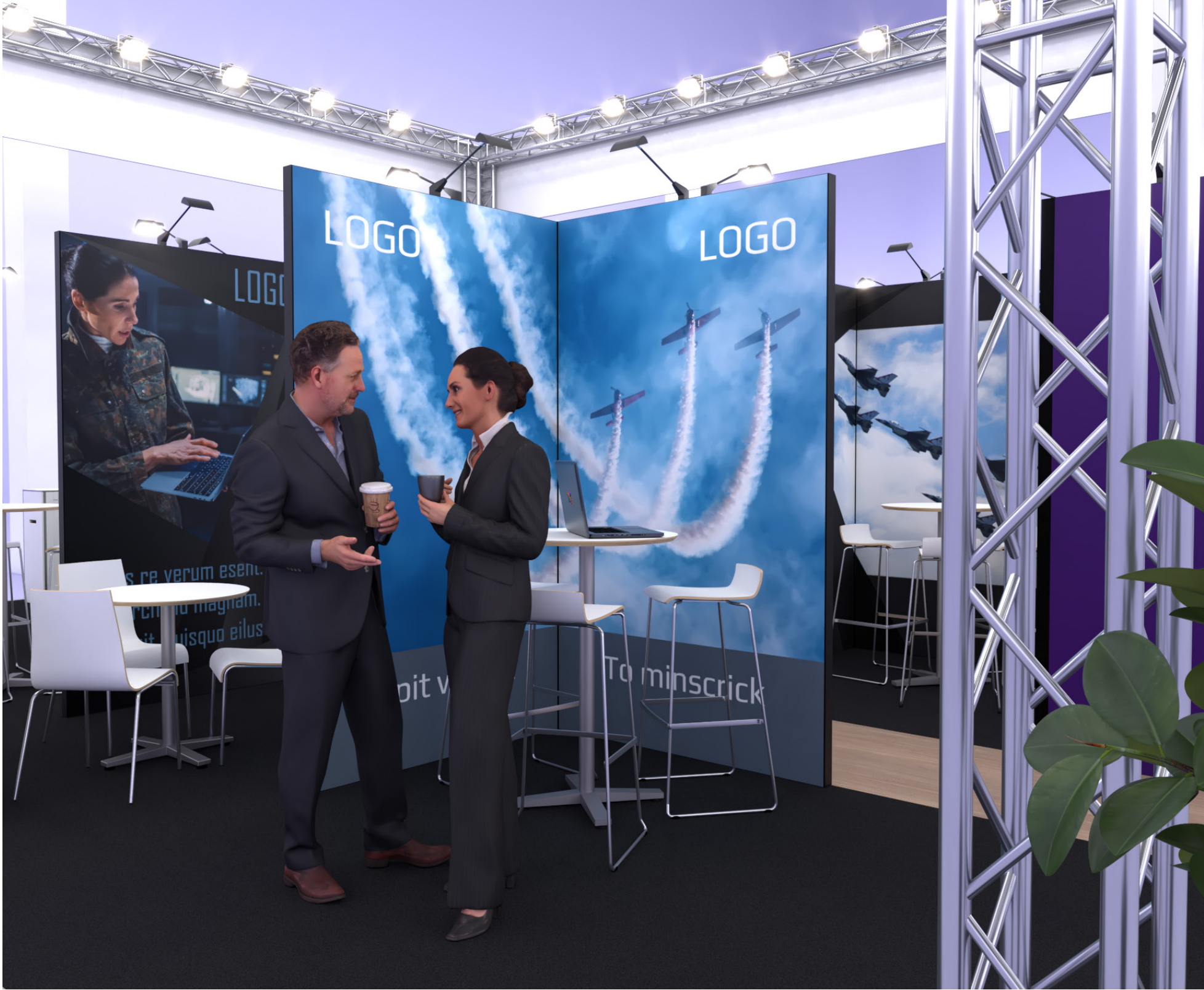
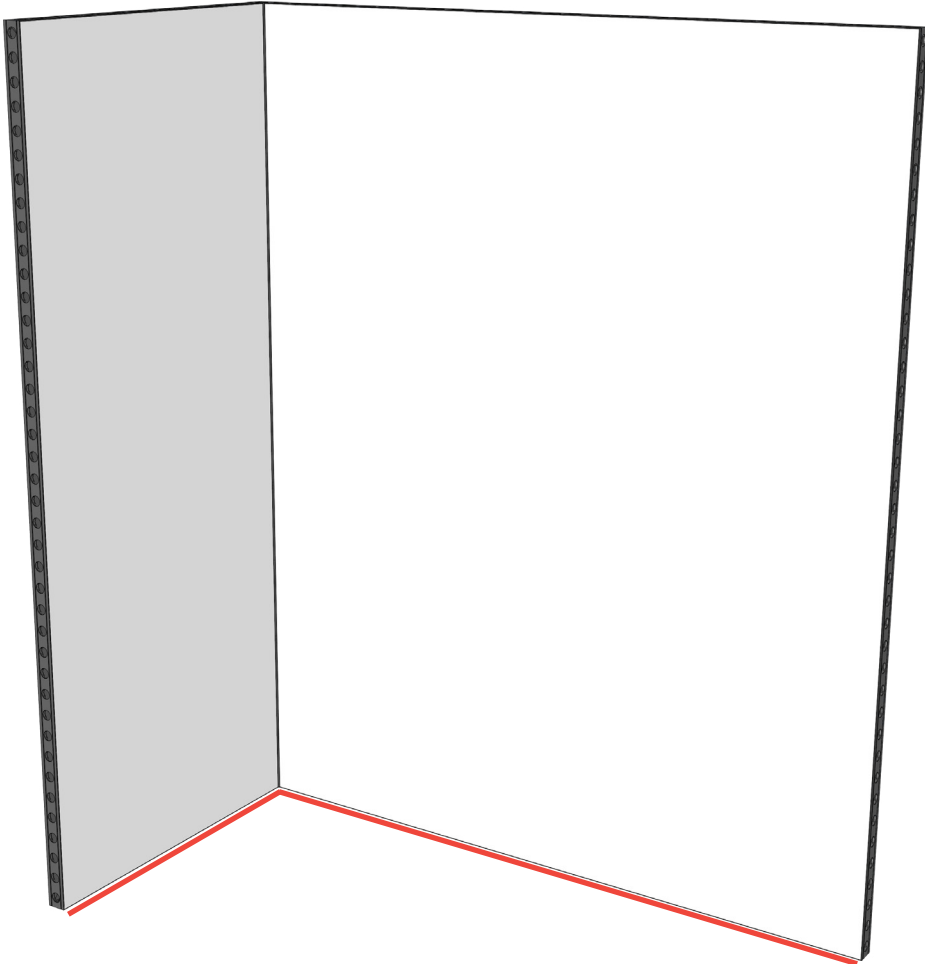
- Full fabric covering – **red** dimensions (Height 2480 mm)
- Print ready pdf's must be sent by [www.wetransfer.com](http://www.wetransfer.com) to the project manager – See 'Order Form' for deadline

Standesign offers to produce the printing file  
Please order DTP in the order form





**ALUVISION** FRAME SYSTEM - FULL FABRICS





## GRAPHICS FOR FRAME SYSTEM - FULL FABRICS

See drawings for **red** dimensions of the walls on your booth for full fabric covering (Height 2480 mm)

### Specifications for your print files:

- Separate sides in print file for each fabric
- Add 20 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.com](http://www.wetransfer.com) to the project manager – See 'Order Form' for deadline

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# ORDER FORM

- Please fill out the order form and return by email to: [andre@standesign.dk](mailto:andre@standesign.dk)
- Deadline: 11<sup>th</sup> of August 2025

<b>Exhibitor Information:</b>	
Company name:	
Company adress:	
Company phone:	
Contact person name:	
Contact person e-mail:	
Contact person phone:	
Invoicing name and reference	
Invoicing e-mail:	

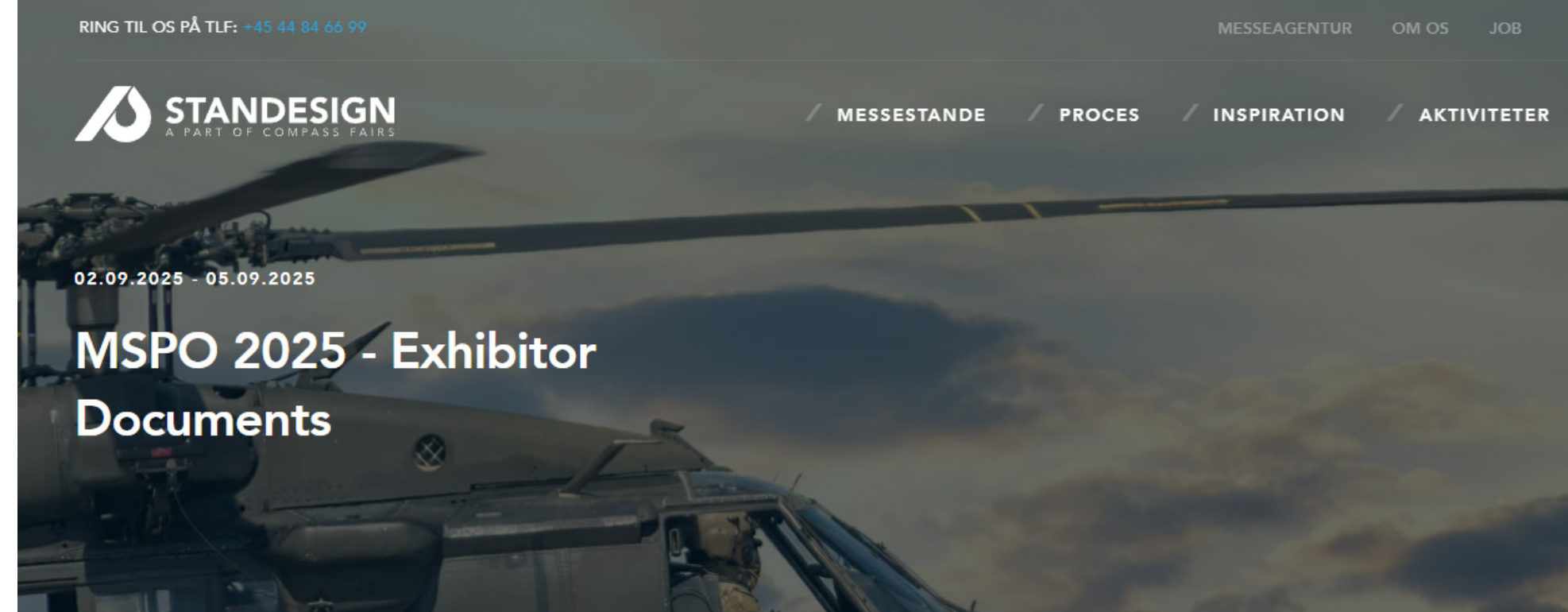
<b>Event Information:</b>	
Name of event:	MSPO 2025
Location:	Kielce, Poland
Date:	02.-05.09.2025
Booth No.:	Hal 1
Deadline for order form:	11.08.2025
Deadline for print files:	11.08.2025
Freight from DK: (BWS transport proposal)	21.08.2025
Note:	Surcharge for ordering after deadline +20%

<b>Order Form</b>
Please fill in the order form and return by email to: <a href="mailto:andre@standesign.dk">andre@standesign.dk</a> no later than the above deadline.The order will be subject to a 20% late order fee if we receive the order form later than the above deadline.

## LANDING PAGE

You will receive a link to a landing page on Standesign's website, where you can download our exhibitor documents:

- Order Form
- Presentation
- Drawings
- Graphics Overview
- Furniture Catalogue
- Transport Proposal
- [Virtual Inspiration](#)



### DOWNLOAD DOCUMENTS BELOW

## MSPO 2025 - Exhibitor Documents

Please send the completed order form by e-mail to: andre@standesign.dk

Printing files must be sent via WeTransfer

Deadline Order form: 11th of August 2025

Deadline Printing files: 11th of August 2025

NOTE: Surcharge for ordering after deadline + 20%

Please read our terms and conditions [HERE](#)

[/ DOWNLOAD ORDER FORM](#)

[/ DOWNLOAD PRESENTATION](#)

[/ DOWNLOAD DRAWINGS](#)

[/ DOWNLOAD GRAPHICS OVERVIEW](#)

[/ DOWNLOAD FURNITURE CATALOGUE](#)

[/ DOWNLOAD TRANSPORT PROPOSAL](#)

[/ VIRTUAL INSPIRATION](#)



## 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 the 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

- 1<sup>st</sup> of September 2025 between 14.00 - 16.00  
( 2 pm – 4 pm )

Stands must be completed, and excess products and materials must be removed from all halls no later than 17.00 ( 5 pm ) on Monday 1<sup>st</sup> of September – 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





**THANK YOU** FOR LISTENING



**TOGETHER** WE MAKE IT POSSIBLE

