



Hospital pharmacists Catalysts for change

22nd Congress of the EAHP in Cannes, France

22-24 March 2017



PALAIS DES FESTIVALS ET DES CONGRÈS
Cannes

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Furniture, flowers, signage

They can be ordered through the order forms included at the end of this guide.

The order form must be sent to the Palais des Festivals 1 month prior to the set-up.

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What is included in my satellite sponsorship?

General

- ✓ **Room hire**
- ✓ **Free of charge registrations for 3 speakers at the satellite symposium** (note: speakers who wish to attend the scientific sessions of the Congress must be registered as delegates)
- ✓ **Flower arrangement and water for speakers**
- ✓ **1 technician and 2 hostesses** (they will join you 30 minutes prior to the start of your satellite symposium)

Promotional Materials

- ✓ **Insertion of a PDF invitation in the Congress bags**
- ✓ **Description of your satellite programme in the congress programme book** (A4 page)
- ✓ **Advertisement in the congress programme book** (A4 page)
- ✓ **Promotion of your satellite symposium on 2 roll-up banners that will be available for use prior to your satellite** (artwork to be provided by sponsor)

Audio Visual

- ✓ **Lectern with 1 fixed microphone**
- ✓ **3 wireless headset microphones**
- ✓ **2 Wireless handheld microphones**
- ✓ **Projection with beamer on a projection screen, adapted to the room size** *Presentations will run on PowerPoint 2013 with a resolution of 1920 x 1080 pixels. This is a 16:9 format and NOT a 4:3 format.
- ✓ **VGA switcher provided (seamless switch over black) between sources PC desktop, laptop connection stage and laptop connection technical booth. There will also be an audio connection via mini-jack**

Furniture

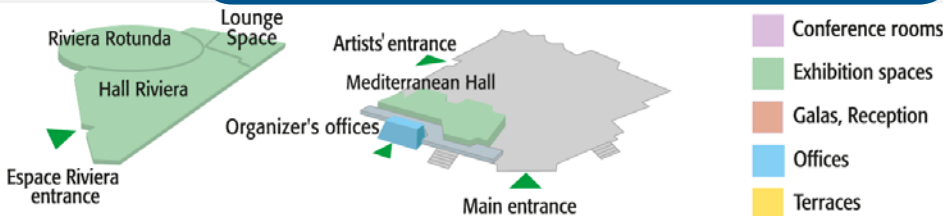
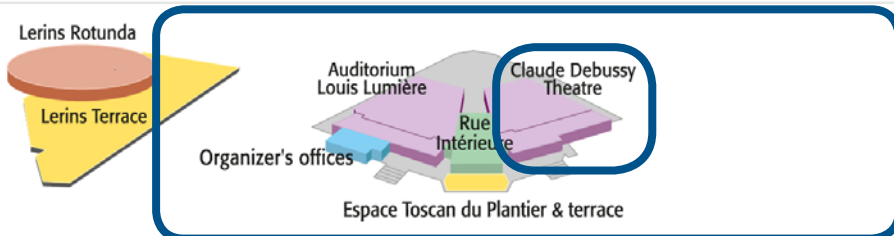
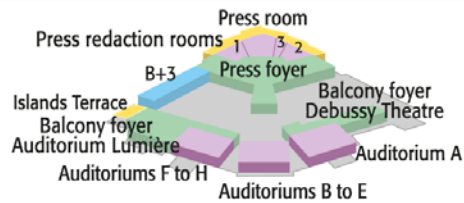
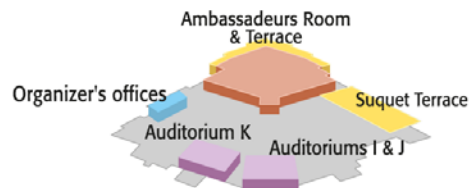
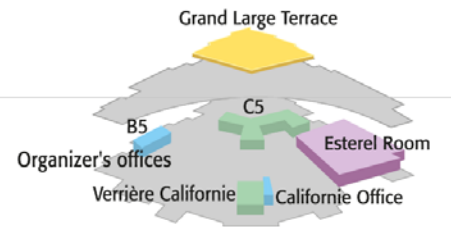
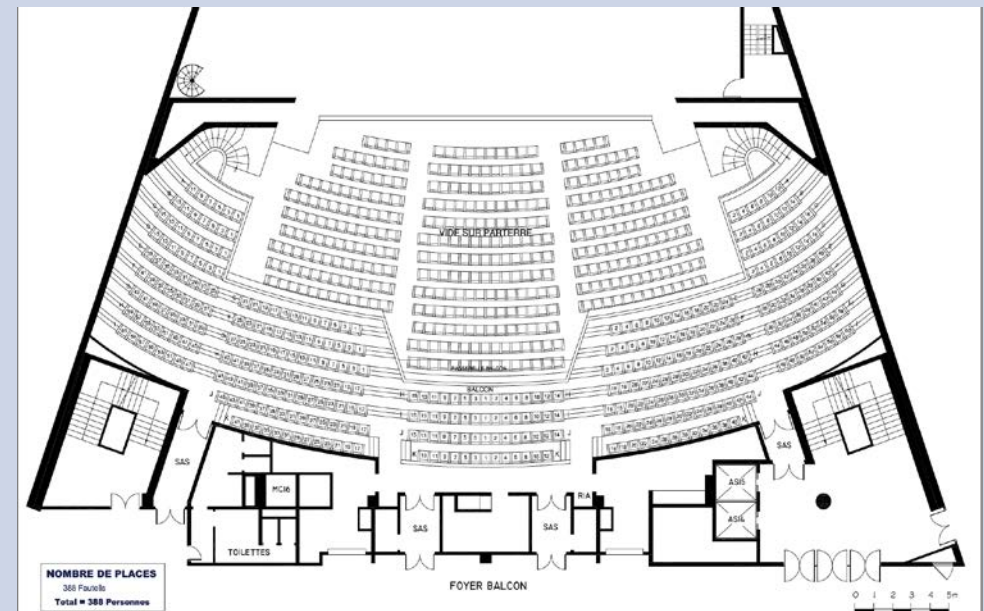
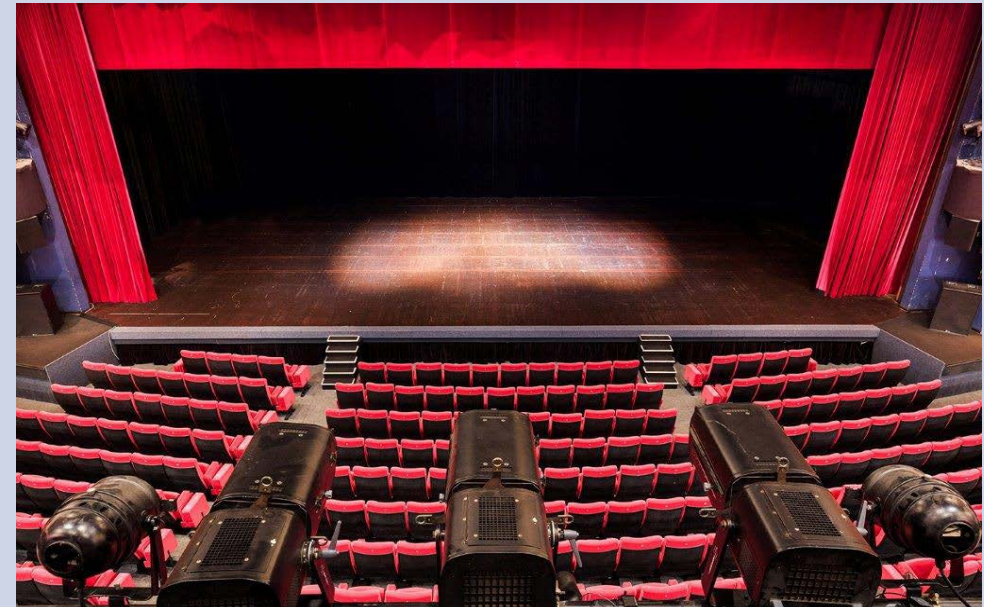
- ✓ **1 Lectern**
- ✓ **3 speakers' tables**
- ✓ **Chairs for speakers**
- ✓ **1 Small table**

Room overview: THÉÂTRE CLAUDE DEBUSSY (Level 1)

Total area: 797 sqm
Stage size: 265 sqm

Capacity: 1068 pax
Ceiling height: 17,40 m

Virtual Tour: [HERE](#)



Room overview: AUDITORIUM LOUIS LUMIÈRE (Level 1)

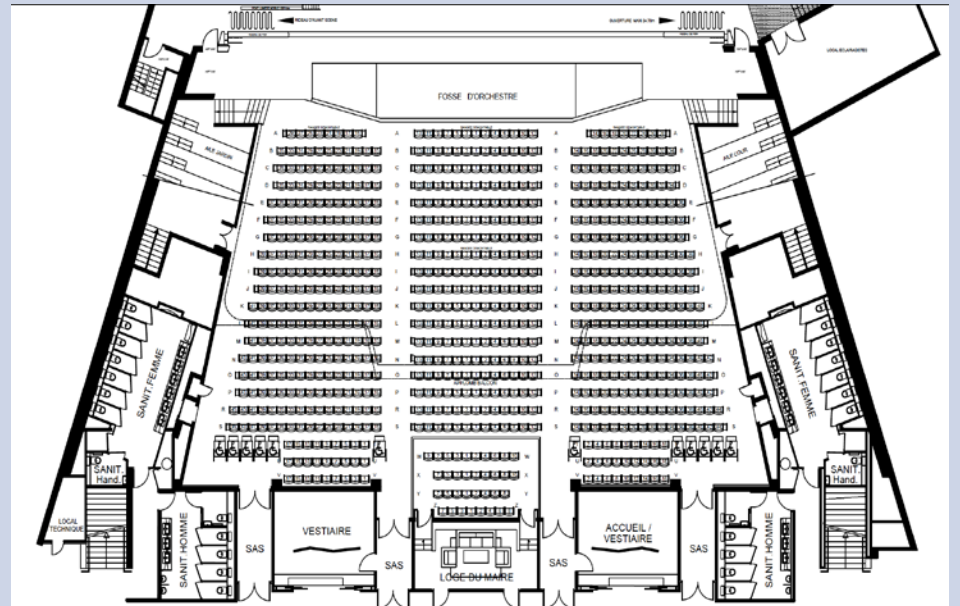
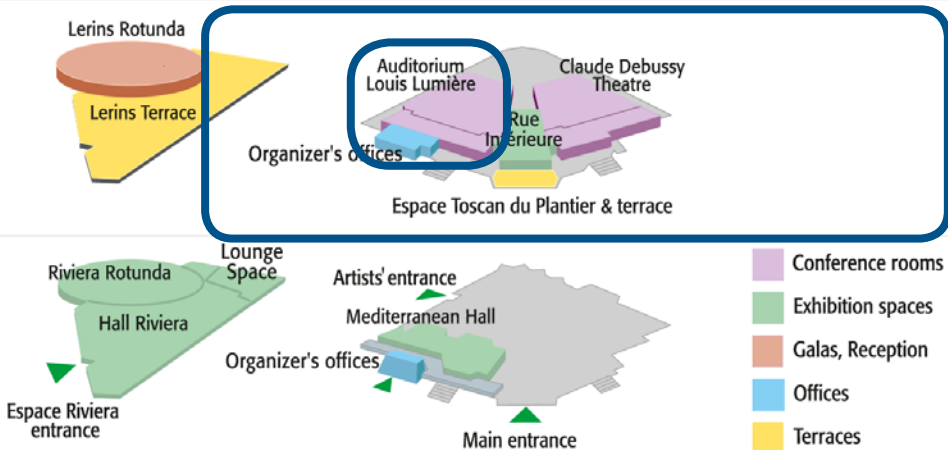
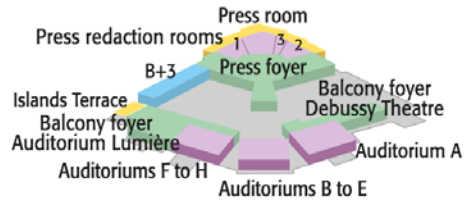
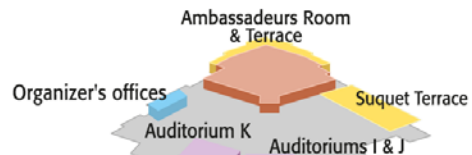
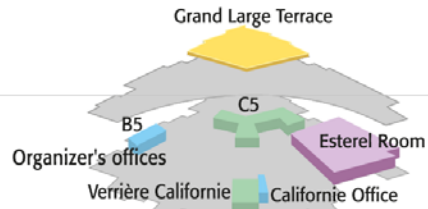
Total area: 1726 sqm

Capacity: 2281 pax

Stage size: 383 sqm

Ceiling height: 18 m

Virtual Tour: [HERE](#)

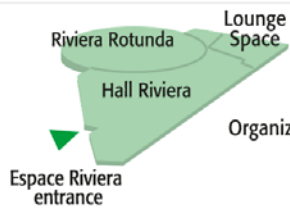
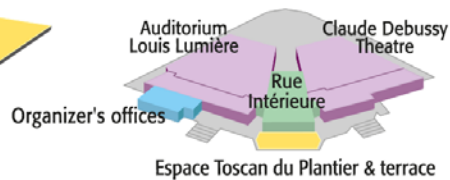
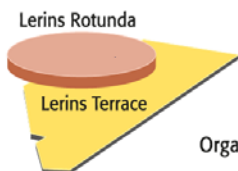
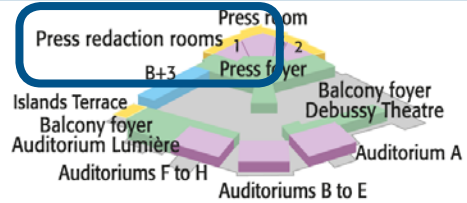
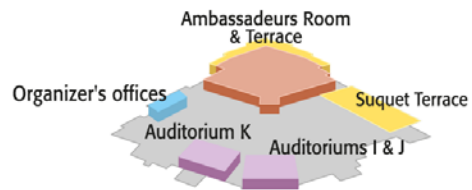
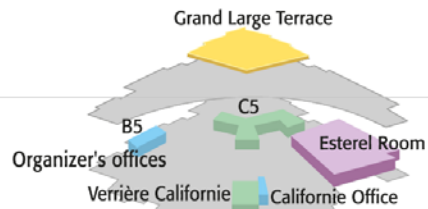


Room overview: SALLES DE RÉDACTION 1 (Level 3)

Total area: 199 sqm

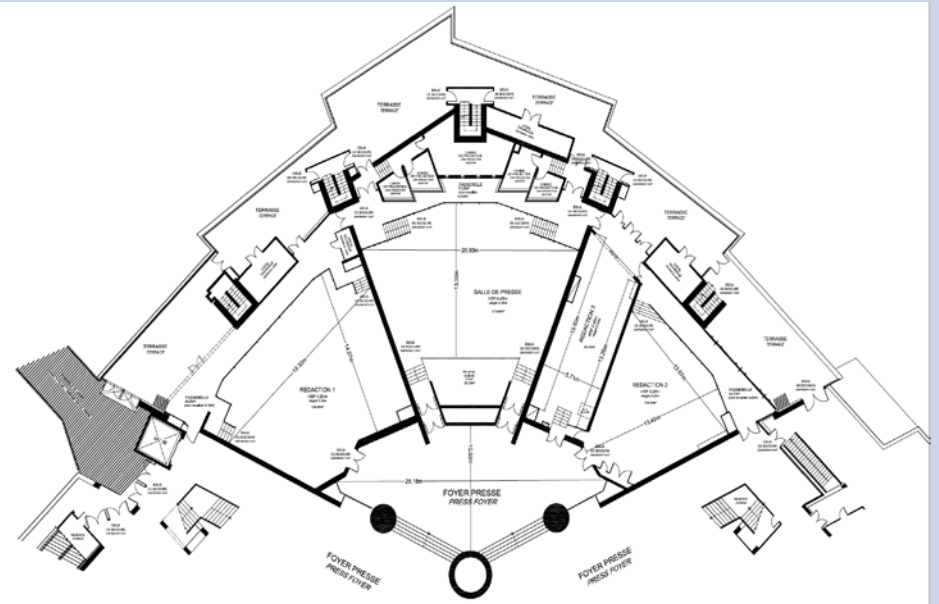
Ceiling height: 3,20 m

Capacity: meeting 56 / classroom
108 / theatre 190 / cabaret 65 pax



- Conference rooms
- Exhibition spaces
- Galas, Reception
- Offices
- Terraces

Virtual Tour: [HERE](#)



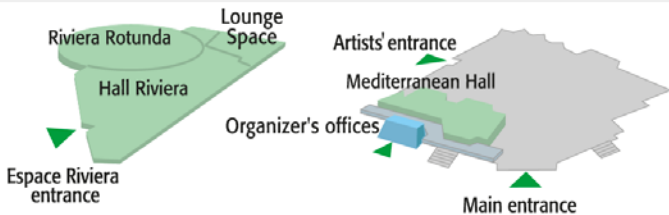
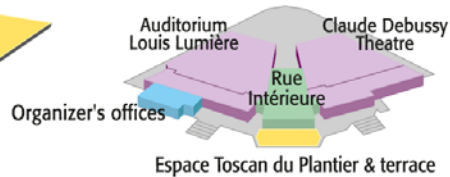
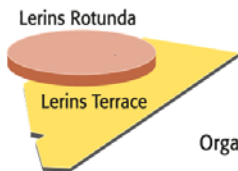
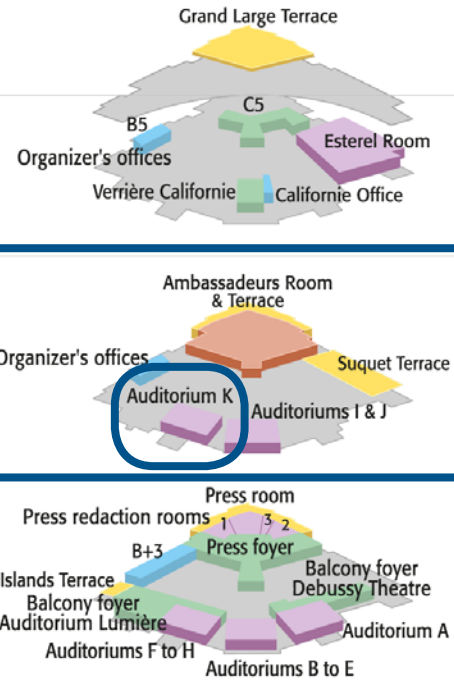
Room overview: AUDITORIUM K (Level 4)

Room area: 107 sqm

Capacity: 147 pax

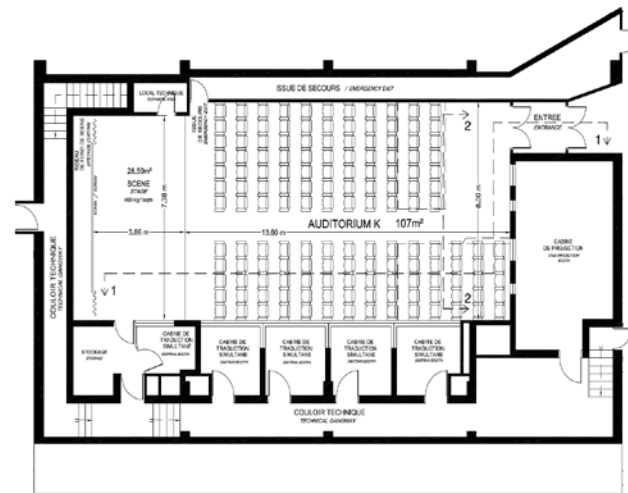
Stage size: 28,50 sqm

Ceiling height: 3,66 m



- Conference rooms
- Exhibition spaces
- Galas, Reception
- Offices
- Terraces

Virtual Tour: [HERE](#)



CAPACITE DE LA SALLE
147 Places



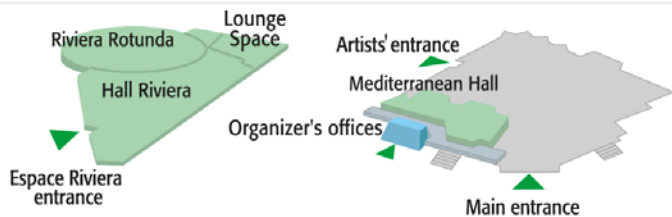
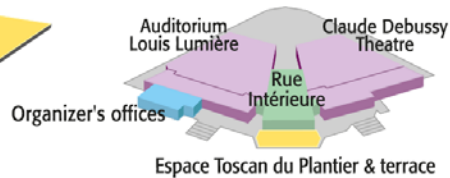
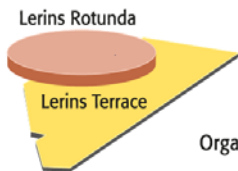
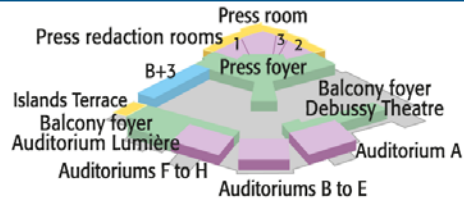
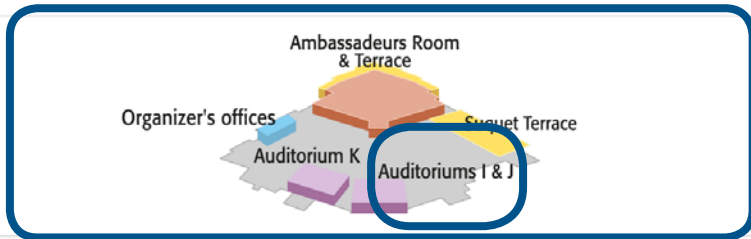
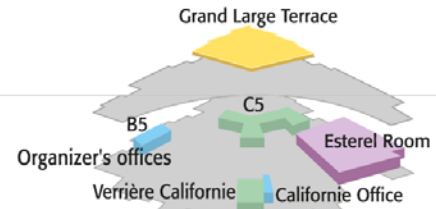
Room overview: AUDITORIUM I (Level 4)

Total area: 78,50 sqm

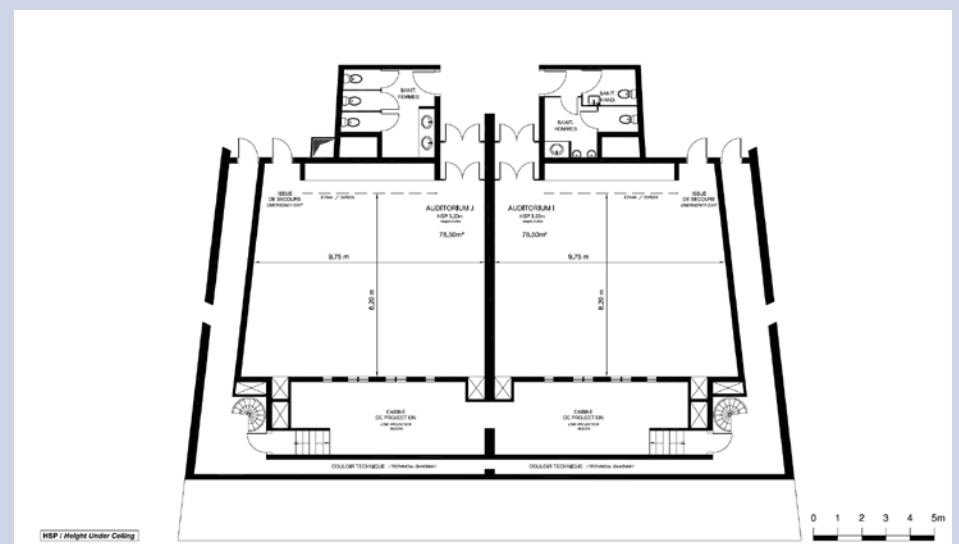
Ceiling height: 3,20 m

Capacity: meeting 32 / classroom 48 / theatre 80 pax

Virtual Tour: [HERE](#)



- Conference rooms
- Exhibition spaces
- Galas, Reception
- Offices
- Terraces

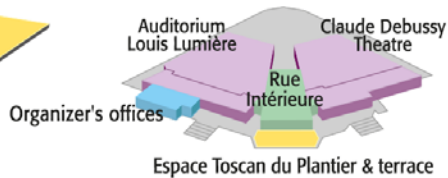
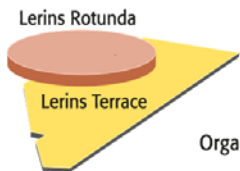
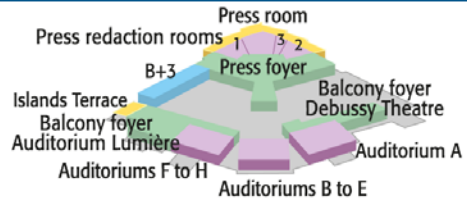
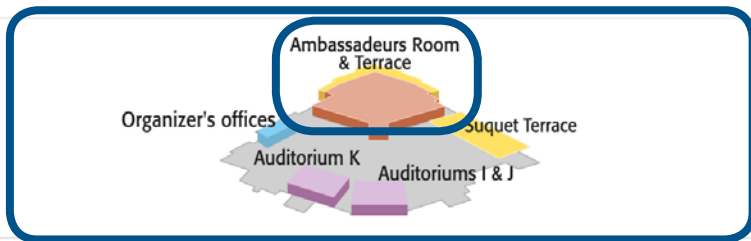
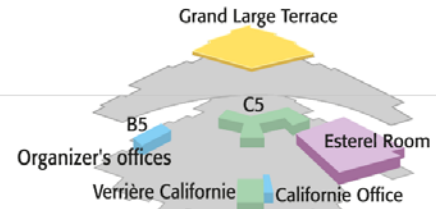


Room overview: LES AMBASSADEURS 1/3 (Level 4)

Total area: 373 sqm

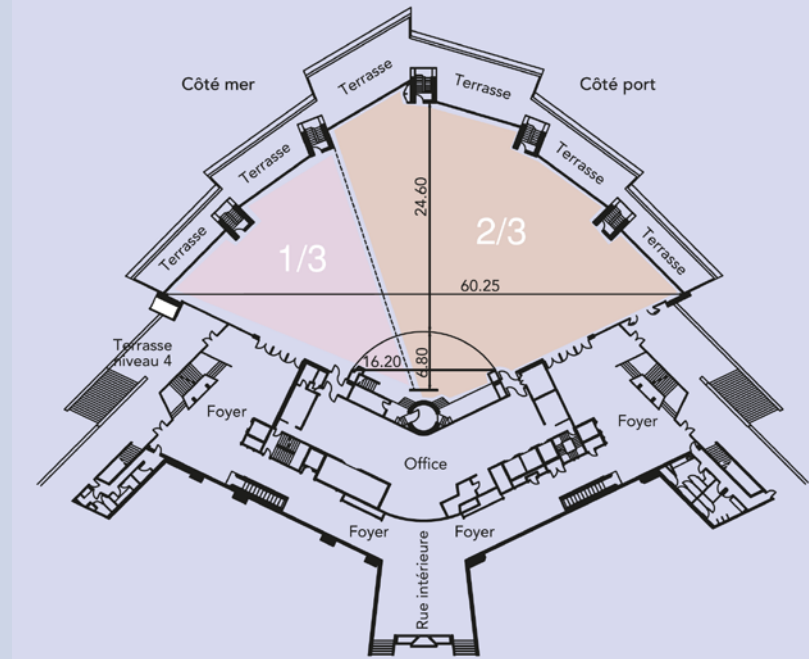
Ceiling height: 5,50 m

Capacity: classroom 198 /
meeting 60 / theatre 260 pax



- Conference rooms
- Exhibition spaces
- Galas, Reception
- Offices
- Terraces

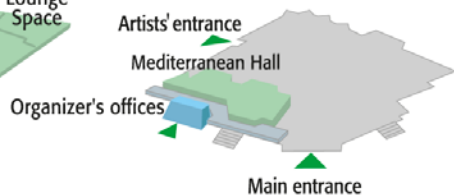
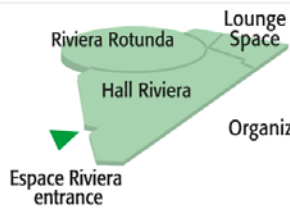
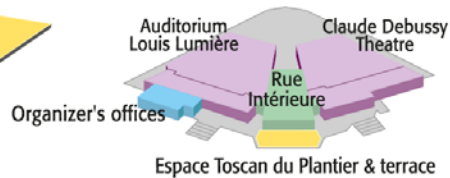
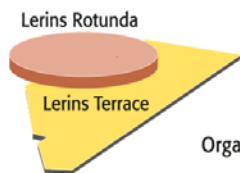
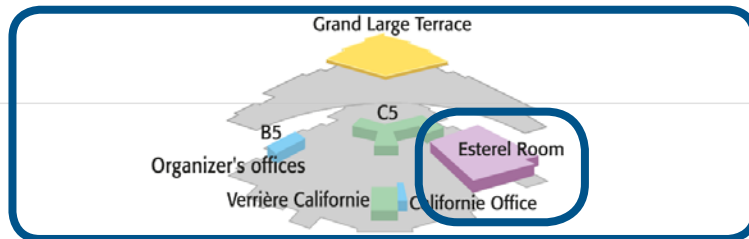
Virtual Tour: [HERE](#)



Room overview: SALLE ESTÉREL (Level 5)

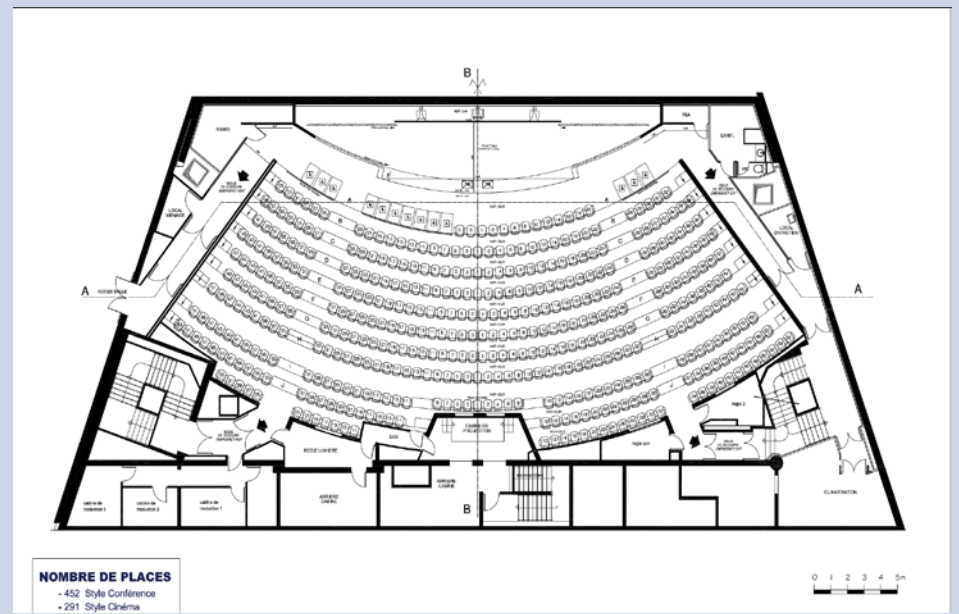
Total area: 465,25 sqm
Stage area: 57,30 sqm

Capacity: conference 452 /
 screening 291 pax
Ceiling height: 3,44 m



- Conference rooms
- Exhibition spaces
- Galas, Reception
- Offices
- Terraces

Virtual Tour: [HERE](#)



Additional Information

Wifi / IT

For any internet connections and Wi-Fi, we kindly recommend you to contact the official supplier of the Congress Centre, Viapass:

Viapass Customer Support
Eric LeGros
+33 4 97 06 30 06
info@viapass.com

The order form must be sent to the Palais des Festivals
1 month prior to the set-up.
Find the form in the annex.



Internet, WiFi, Networks

Order on line at <http://eahp-congress.viapass.com>. Find helpful information about services, and secure payment.
Or send your completed form to: Viapass, 14 Blvd de Lorraine, 06400 Cannes - Fax. +33 (0)4 97 06 30 26
Call +33 (0)4 97 06 30 06 for assistance (French business hours) or email info@viapass.com

Prices in this form are in Euros, and do not include French TVA 20%. They apply to the 3 opening days of the 22nd Congress of the EAHP. They include Viapass technical support. Conditions apply.

Services	Price	Qty	Total
Private WiFi Hotspot pack, 2 Mb/s	995		
Private WiFi Hotspot pack, 4 Mb/s	1 640		
Private WiFi Hotspot pack, 8 Mb/s	3 350		
Optical fiber Internet NAT/DHCP, 2 Mb/s	840		
Optical fiber Internet NAT/DHCP, 4 Mb/s	1 640		
Optical fiber Internet NAT/DHCP, 8 Mb/s	3 350		
Wired network, including switch, per point	70		
10/100 network switch - 8 Port	40		
Cat5 network cable, 10m	20		
Cat5 network cable, 5m	10		
Total, TVA not included			
TVA 20%			
Grand Total, TVA included			

Stand #:

Exhibitor :

Client Cy :

Address :

Postal code :

City :

Country :

Tel:

Fax:

Contact name :

First name :

Gender :

Email:

Tel:

Also available: faster Internet, public IP addresses, Geolocation, Digital Signage. [Contact Viapass](#).
Major credit cards accepted : VISA- Mastercard-AMEX. Supplied equipment remains the property of Viapass.
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Payment by (check box) : Credit card Cheque Transfer

Check this box to confirm that you have read, understood and accepted Viapass Terms and Conditions.
By signing this form, I the undersigned and card holder confirm that I have read and understood Viapass Terms and Conditions at www.viapass.com, that I accept them, and that I hereby authorize a charge to my credit card for the grand total of all services ordered in this application.

Accepted payment cards (check appropriate box):

Visa American Express Eurocard/Mastercard

Card holder name as appearing on card:

Card number: _____

Expiry date: _____

Security code: _____

Date : Card holder signature :

Additional Information

Furniture included

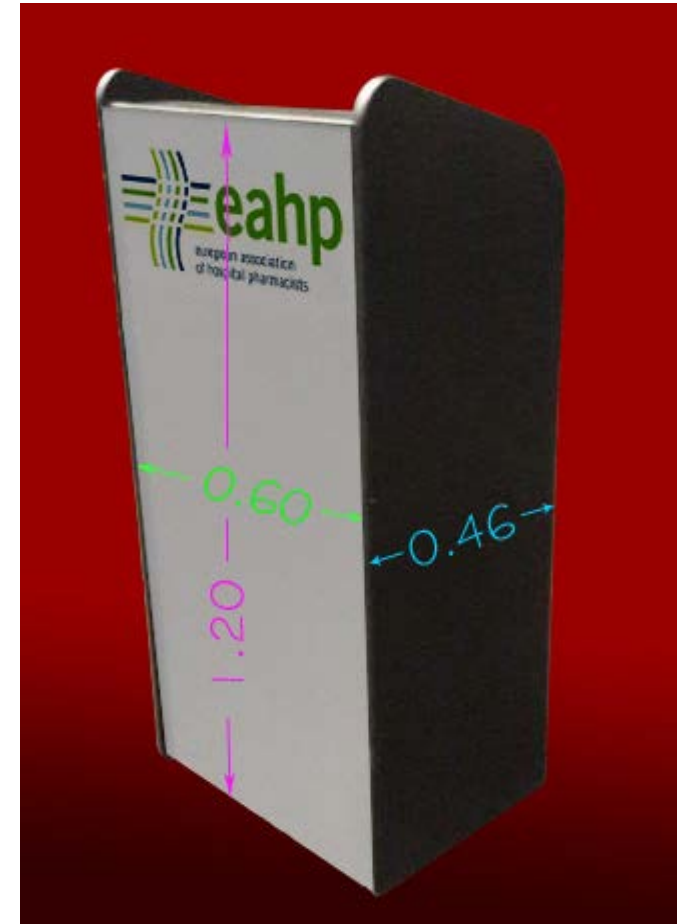
Lectern (QTY1)

LECTERN

Picture of the existing panel



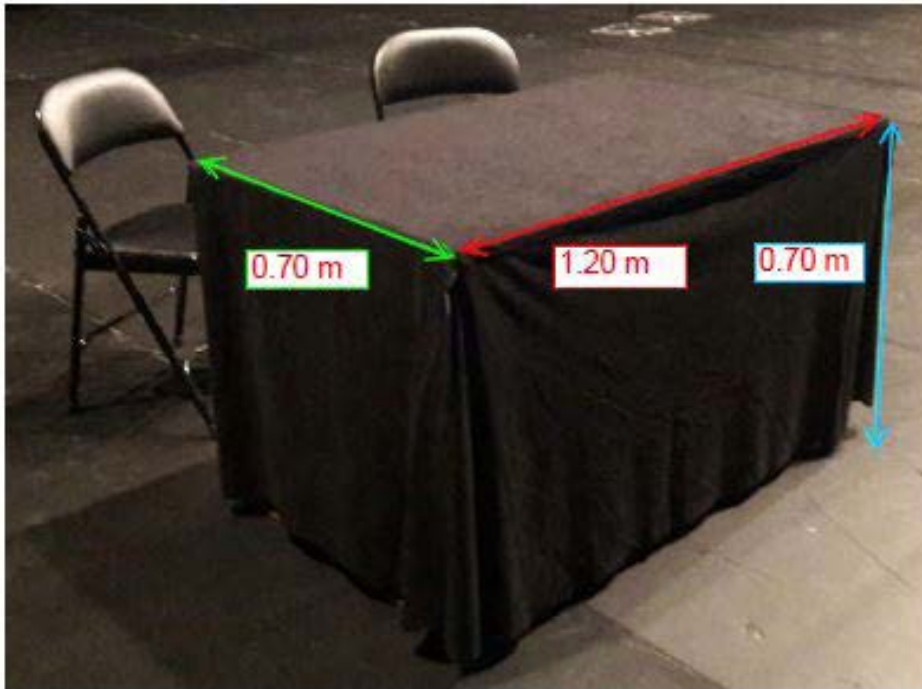
Picture with client signage



Additional Information

Furniture included

Speaker table (QTY3) and chairs



More furniture can be ordered to The Palais des Festivals via order form.

Find the form in the annex.

The order form must be sent to the Palais des Festivals 1 month prior to the set-up.

Additional Information

Flowers

Flowers can be ordered through order form.

Find the form in the annex.

The order form must be sent to the Palais des Festivals 1 month prior to the set-up.

Agence de Cannes 2166 Route de la Roquette 06250 MOUGINS N° SIRET : 533 861 688 000 18		EXPO FLORA MEDITERRANEE E-mail : expoflora@expoflora.fr		Tél. : +33 (0) 4 93 49 48 24 Fax : +33 (0) 4 92 97 81 60 Site : www.expoflora.fr APE : 7729 Z	
Exhibition :		Date :			
Stand Name :		Booth N° :			
Company Name :					
Invoice address :					
Town :		Postcode :		Country :	
Tél. :		Fax :			
E-mail :		GSM :			
VAT N° :					
Réf.	Items	Price 2016 / 2017	Price HT	Qty	Total excl VAT
Floral decoration, vase, composition of fresh flowers					
1.FLVN	GLASS VASE (confirm flowers + colours)	50 to 160 €			
1.FLGV	BIG GLASS VASE (confirm flowers + colours)	100 to 300 €			
1.FLBD	CUT FLOWERS IN Container (confirm flowers + colours)	150 to 500 €			
1.FLCO	ARRANGEMENT (confirm flowers + colours)	50 to 160 €			
1.FLCT	TABLE CENTER-PIECE (confirm flowers + colours)	30 to 120€			
1.FLBR	BUNCH OF FLOWERS (confirm flowers + colours)	45 to 140 €			
1.FLPV	GLASS VASE for small table (confirm flowers + colours)	25 to 50 €			
1.FLVS	SOLIFLORE 1 to 3 Flowers (confirm flowers + colours)	10 to 40 €			
1.FLCI	INDIVIDUAL Flower without vase (confirm flowers + colours)	1.50 to 30€			
Orchids in container, vase, other pot...					
2.ORB70	ORCHIDS. 3 Phalaénopsis in white Container	70 / 80 cm H	155,00 €		
2.ORB80	ORCHIDS. 4 Phalaénopsis in white Container	80 / 90 cm H	205,00 €		
2.ORB90	ORCHIDS. 5 Phalaénopsis in white Container	90 / 100 cm H	255,00 €		
2.ORV30	ORCHIDS. 3 Phalaénopsis in glass vase	30 x 30 30 cm	145,00 €		
2.ORV20	ORCHIDS. 2 Phalaénopsis in glass vase	20 x 20 20 cm	115,00 €		
2.ORV50	ORCHIDS. 1 Phalaénopsis in glass vase	Ø 15/20 cm, 50/70 cm H	115,00 €		
2.ORV15	ORCHIDS. 1 Phalaénopsis in glass vase	15 x 15 x 15 cm	83,00 €		
2.ORCD	ORCHIDS. 1 Phalaénopsis in metal pot, other...	Ø 15 / 20 cm	63,00 €		
2.ORMD	ORCHIDS. Minie	depending on container			
Conception of Cat Grass / Seasonal flowers					
3.HC	CAT GRASS (Production time: 15 days according to season)		to order		
3.BPF	Seasonal FLOWERS in white container (According to season)		to order		
3.CB	DESK Arrangement (green plant + seasonal flowers)		115,00 €		
3.PPVF	Small green PLANT or seasonal FLOWERS		40,00 €		
			30,00 €		
Plants for all your internal spaces, covered and sheltered from the wind					
4.AT140	ARECA Bundle	140 / 160 cm H	59,00 €		
4.AT160	ARECA Bundle	160 / 180 cm H	74,00 €		
4.FB100	FICUS BENJAMINA (green leaves)	100 / 120 cm H	32,00 €		
4.FB140	FICUS BENJAMINA	140 / 160 cm H	49,00 €		
4.FB180	FICUS BENJAMINA	180 / 200 cm H	69,00 €		
4.FS120	FICUS STARLIGHT (green and white leaves)	120 / 140 cm H	39,00 €		
4.FS160	FICUS STARLIGHT	160 / 180 cm H	74,00 €		
4.FT140	FICUS BRAIDS	140 / 160 cm H	70,00 €		
4.FT160	FICUS BRAIDS	160 / 180 cm H	95,00 €		
4.KP140	KENTIA PALM TREE	140 / 160 cm H	60,00 €		
4.KP160	KENTIA PALM TREE	160 / 180 cm H	72,00 €		
4.KP180	KENTIA PALM TREE	180 / 200 cm H	82,00 €		
4.KP200	KENTIA PALM TREE	200 / 220 cm H	115,00 €		
4.DM120	DRAC/ENA MARGINATA or FRAGRANS (2/3 heads)	120 / 140 cm H	64,00 €		
4.DM160	DRAC/ENA MARGINATA or FRAGRANS (3/4 heads)	160 / 180 cm H	77,00 €		
4.YT120	YUCCA (3 heads)	120 / 140 cm H	58,00 €		
4.YT140	YUCCA (3 heads)	140 / 160 cm H	68,00 €		
5.SP40	SPATHIPHYLLUM	40 / 60 cm H	48,00 €		
5.SP70	SPATHIPHYLLUM	70 / 90 cm H	68,00 €		
5.SA25	SANSEVERIA	25 / 35 cm H	31,00 €		
5.SA35	SANSEVERIA	35 / 50 cm H	41,00 €		
5.AN25	ANTHURIUM Bundle (confirm colour)	25 / 35 cm H	40,00 €		
5.AN40	ANTHURIUM Bundle (confirm colour)	40 / 55 cm H	57,00 €		
5.ZA40	ZAMOCULCAS	40 / 60 cm H	49,00 €		
5.ZA70	ZAMOCULCAS	70 / 90 cm H	71,00 €		
5.AL90	ALOCASIAS	90 / 110 cm H	68,00 €		
5.AL110	ALOCASIAS	110 / 130 cm H	88,00 €		
5.FO25	FERN (small size)	Ø 25 / 30 cm	18,00 €		
5.FO35	FERN (medium size)	Ø 30 / 40 cm	24,00 €		
5.FO50	FERN (big size)	Ø 50 / 60 cm	50,00 €		
5.FOAR	FERN ARBORESCENTE	40 / 50 cm H	70,00 €		
5.PLVR	Green PLANTATION Trailing (Cissus, Ivy, Pothos, etc....)		to order		
5.PLFR	FLOWERS Plantations Trailing (according to seasons)		consult us		
5.FAOJ	SNAP RING FAGGOT(natural color)	160 / 180 cm H	54,00 €		

Additional Information

Signage

All sponsors may purchase any type of signage for **inside** the reserved satellite rooms without permission from EAHP. However, please note that the EAHP logo may not be used on signage.

For signage placed outside the meeting rooms, sponsors must contact the EAHP for permission.

Please, contact Jennie De Greef (Jennie.DeGreef@eahp.eu) for more information about available products and rates.

Signage can be ordered through order form.

Find the form in the annex.

The order form must be sent to the Palais des Festivals 1 month prior to the set-up.

SIGNAGE ORDER FORM				
1. Your company				
Company name				
Address				
ZIPcode / town / state / country				
EU VAT number (European countries only)				
Contact on site :				
Phone :		Fax	Email	
Booth number	Stand name	Pavilion / Level	Aisle	Number
2. Services to order				
Description	Rate exc.VAT	Qty	Total	
Printing of adhesives for partition wall, set up and removal Dimensions : L 96.6 x H 240 cm	117€ /sqm			
Printing of adhesives to stick on welcome desk (one-sided) Maximum dimensions : L 101 x H 110 cm	117€ / sqm			
Size of files and images:			TOTAL VAT excl.	
Formats: Illustrator (.ai .eps .pdf) Photoshop (.tiff .eps .pdf) Files should include vectorized texts and logos			VAT 20%	
Resolution: 150 dpi at 100% of final format 300 dpi at 25% of final format			AMOUNT TO PAY	
Deadline to send files : March 8th, 2017 10% penalties will be applied after deadline of March 8th 25% penalties will be applied after March 15th				
3. Terms of payment				
↳ By check in Euros order to SEMEC				
↳ By bank transfer order to SEMEC Bank : CA Mougins Entrep (00696) IBAN : FR76 1910 6006 0900 9751 9301 293 SWIFT : AGRIFRPP891				
↳ By credit card VISA or MC ↳ VAD Exp. /201...				
ORDERS WILL NOT BE PROCESSED WITHOUT PAYMENT				
4. Signature and company stamp				
Name and position				
Date				
Signature			Company stamp	

Additional Information

Safety

Sponsors shall submit the safety files to the organizer at least one month in advance (if sponsors are bringing other furniture apart from the one included, or building a structure).

This file must include:

- The safety questionnaire completed by the sponsor or its representative.
- (If applicable) The safety/electricity form to be completed by the sponsor or its representative.
- (If applicable) All official test reports for the materials issued by approved French laboratories or their European equivalent and (or) the fireproofing certificates drawn up by duly approved companies.
- (If applicable) A plan or drawing of the stand showing the metric dimensions (length, width, height) and on which all the materials to be used are identified. This identification shall be repeated in column B of the questionnaire. This plan shall include front, side, bird's eye, and cross section views that are duly indicated. A legend must specify the planned installations. The language used must be either French or English. The scale must be at least 1:20.

Find the form in the annex.

The order form must be sent to the Palais des Festivals 1 month prior to the set-up.

SAFETY FORM

Event :

Name or Company Name : Stand N° :

Contact :

Address :

Telephone : Fax : E.mail :

IMPORTANT : Using the table of identified materials and the Palais des Festivals' Specifications, please complete this Form and return it to us 1 month before the start of the event.

Materials	A Description	B Plan reference	C Report No.	For Safety Department use only
Wood → 18 mm				
Wood, Plywood, Chipboard ← 18 mm				
Floor carpeting				
Fabrics and textile wall coverings				
Plastics				
Floating or stapled decorations (paper, cardboard, etc.)				
Glazing				
Other materials				
HEIGHT OF YOUR STAND'S CONSTRUCTION:				

Provide the test reports from the approved Laboratories or the fireproofing certificates drawn up by autho-rised companies.

NB: If you opt for the basic stand provided and do not add any decoration other than a few posters, please specify this below. In this case, you do not need to complete any other document.

Additional Information

Programme book advertisements

All satellite sponsors are entitled to a free A4 full colour page in the Congress programme book to provide a description of the sponsored symposium. You may choose to either provide a schedule of the event and/or an abstract.

In addition, you are welcome to provide an actual ad using the below specifications* OR you may send us the text and your logo so that we may create a simple page. This ad will be located opposite to the description page.

*Advertisement - must be a certified PDF with a colour proof.

Specifications:

Size: full (A4) page

Full bleed: 297 x 210 (with 5 mm bleed)

No bleed: 265 x 185 mm

Additional Information

Roll-up banner creative specs

All satellite sponsors are entitled to 2 free double-sided roll-up banners to be placed in the registration area. These banners measure 85 x 202 cm.

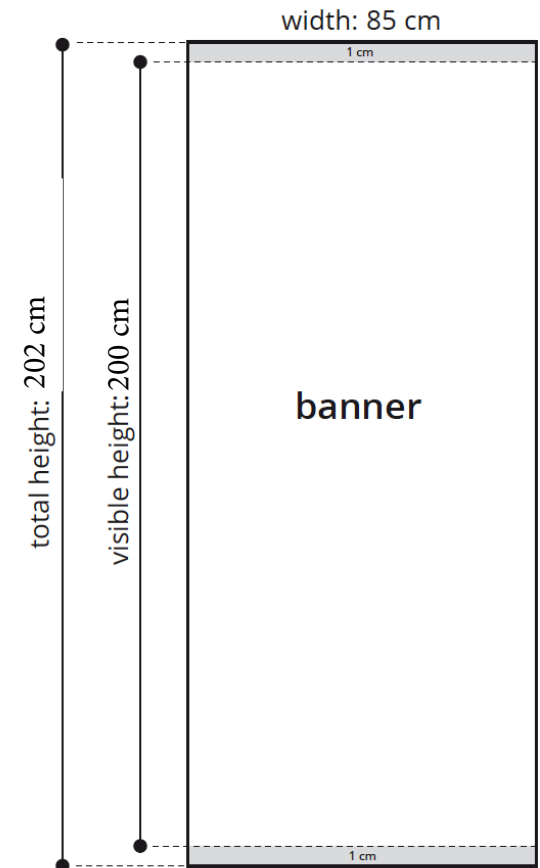
*Do not put important information (for example, your company logo or text) in the grey zone (see drawing). This grey zone will not be visible.

Specifications:

- No bleed or crop marks.
- We prefer to receive PDF files, version 1.5. (Acrobat 6) or higher. Also TIFF, JPG and EPS files are possible.
- 100% (1:1): 72 dpi
- Height: 5.669 pixels / Width: 2.409 pixels

Please convert all images, text and colours to CMYK (PDF files preferred).

Creative files should be sent by email to: Isabel.Valero.Guerrero@eahp.eu



Important deadlines

ITEM	DEADLINE
<p>Satellite symposia abstract and speaker CVs for review. Final submission satellite symposium presentations on 15 March 2017. Changes may be made to symposium presentations in the faculty room of the congress centre. Presentations should be sent to EAHP: Jennie.DeGreef@eahp.eu</p>	<p>15 December, 2016</p>
<p>Satellite advertisements for programme book due to EAHP. Advertisements should be sent to EAHP: Isabel.Valero.Guerrero@eahp.eu</p>	<p>15 January, 2017</p>
<p>Creative files for the roll-up banner to be sent to Isabel.Valero.Guerrero@eahp.eu</p>	<p>1 February, 2017</p>
<p>Congress bag material inserts due to be delivered to: DHL Trade Fairs & Events (UK) Ltd c/o EAHP 2017 Congress Bag Inserts Unit 17 & 21, 2nd Exhibition Avenue NEC Birmingham B40 1 PJ United Kingdom Mr Horst Froehling +44 121 782 4626 horst@dhl-exh.com</p>	<p>All bags inlays must be in the warehouse in Birmingham by 10th March 2017 (see annex for more information)</p>