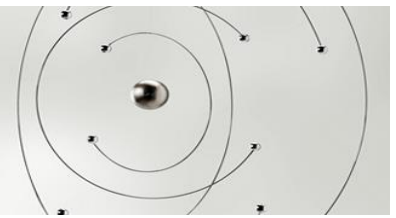


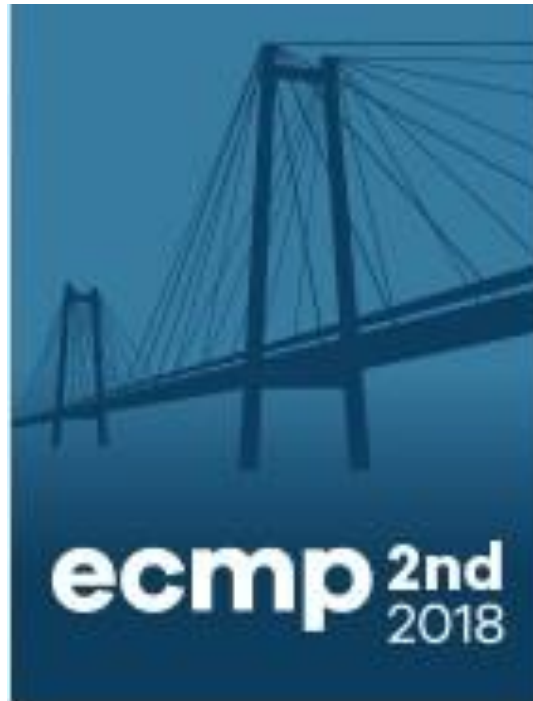


European Congress of Medical Physics

23 - 25 August 2018
Copenhagen · Denmark



Technical Manual



2nd European Congress of Medical Physics

Bridging knowledge across specialities

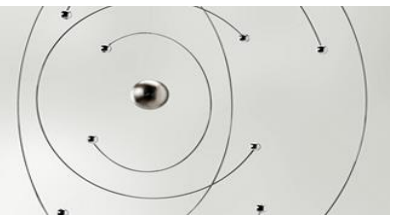
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www.ecmp2018.org



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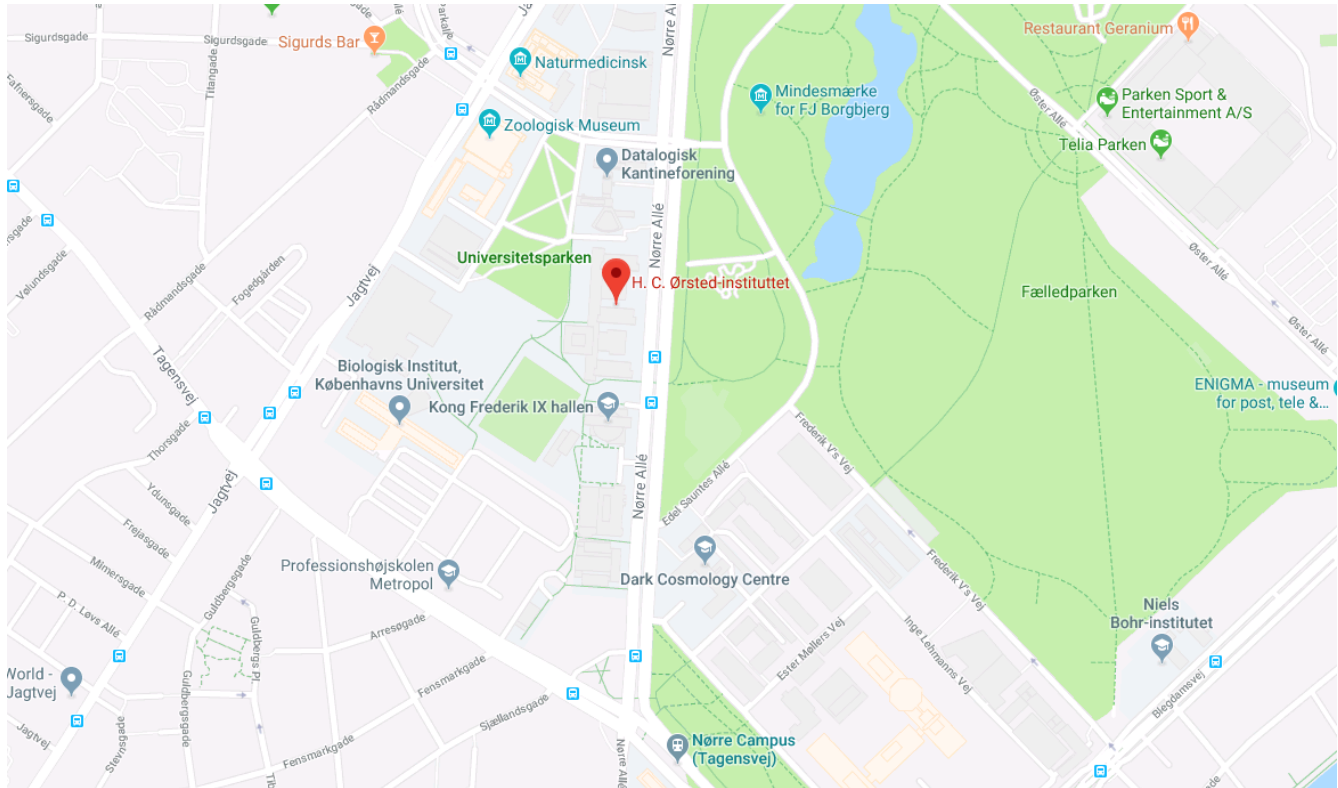
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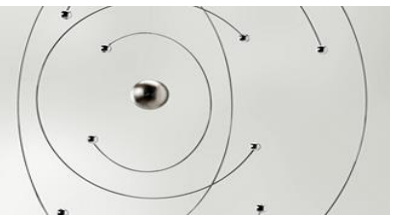


1. VENUE

The conference is held at

H.C. Ørsted Institutet
Universitetsparken 5,
2100 Copenhagen Ø
Denmark





1.1 POWER SUPPLY

2. All stands will have one free of charge power supply included in their exhibition fee.

Furniture.

All exhibition stands have 1 table and 2 chairs included. If you want more chairs and tables, please contact us.

If you would like to order shell scheme stands, design furniture, counters, brochure stands, etc. Please contact our supplier Holmud.

Contact information for Holmud:

Suzan Holmud
+45 44 91 80 44
sh@holmud.dk

2.1 INTERNET ACCESS

The Wi-Fi is free and available at the conference, Go to Wi-fi and find KU-guest, and make an account, and the password will be sent to your mail.

2.2 TIMING FOR SET-UP AND DISMANTLING

SET-UP

Wednesday 22 August: 10:00 – 18:00

DISMANTLING

Friday 24 August: 18:15-21:00

Saturday 25 August: 11:30-15:00

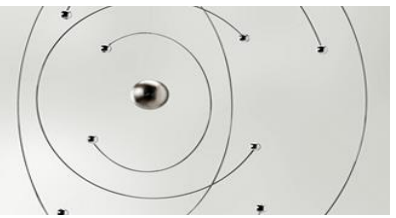
EXHIBITION HOURS

Thursday 23 Aug.: 10.00-20.00

Friday 24 Aug.: 10.00-17.00

Saturday 25 Aug: 10.00-11.00 (optional)

Please note that these timings are subject to change.



2. SHIPPING

2.1 SHIPMENT OF STAND MATERIALS

Shipping instructions

[Please click on the link](#)

Shipping Prices

[Please click on the link to see prices](#)

Shipping Labels

[Stand-material](#)

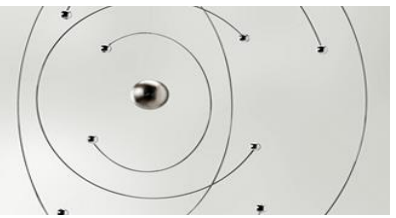


Henrik Glendorf
Tel.: + 45 43 20 38 53
E-mail: expo@dk.dsv.com

2.2 AFTER THE CONFERENCE: COLLECTION OF MATERIALS

Exhibitors are responsible to take away their own materials.

Make sure that packages for collection are labelled clearly with the destination address, company and company contact name and telephone number. As well as the courier company, that is collecting the package. Packages picked up should be directly after the end of the conference.



3. REGISTRATION

3.1 EXHIBITORS

Please forward the name, country and email of the free exhibitors to the conference secretariat:

Mille Skovbjerg, Ms@cap-partner.eu

If you wish to register more exhibitors than what is included with the stand, the exhibitor registration fee is *EUR 100 per person (incl. VAT)* until May 21st CET 11.59 PM. Registration fee from May 22 to August 13. The price will be EUR 150 (incl. VAT), **it will not be possible to register onsite**. The maximum number of exhibitor badges per company (free + paid) may not exceed 4 badges.

3.2 FREE PARTICIPANT/FULL REGISTRATION

(incl. in Platinum, Gold and Silver Partnerships)

Please forward the name, institution, country and email to the conference secretariat:

Mille Skovbjerg, Ms@cap-partner.eu

Deadline 16 July 2018

3.3 REGULAR PARTICIPANT/FULL REGISTRATION

Please use the online registration [here](#).

4. ACCOMMODATION

For more information about accommodation, please check the website:

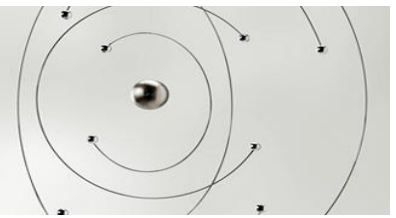
Please click on the [link here](#).

If you have any questions regarding registration and accommodation, please contact registration manager, Mille Skovbjerg, Ms@cap-partner.eu. For companies who are sponsors or exhibitors at the congress, please contact Mille directly to book a room.



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5. CONTACT INFORMATION

For questions regarding partnership and exhibition, please contact:

Bent Von Eitzen, Sales Manager

Mail: Bve@cap-partner.eu

Phone number: +45 70 20 03 05

For any further questions regarding the conference or venue, please contact:

Kirsten Hector, Project Manager

Mail: Kh@cap-partner.eu

Phone number: +45 70 20 03 05