

Exhibition Manual

Dear Exhibitor,

This webpage contains important information designed to help you prepare for the ESTS 2026 Exhibition.

The Exhibition will be held in conjunction with **the European Society of Thoracic Surgeons**, which will take place **07-09 June 2026** at **Megaron, Athens, Greece**.

Venue:

Megaron - The Athens Concert Hall

Vas. Sofias Ave. & Kokkali St. 1, 115 21

Athens, Greece

Click here for more information

The exhibition floor plan has been designed to maximize the exhibitor's exposure to the delegates.

Please read all the information on this webpage. It will take you very little time now and could save you a great deal of time later.

Please forward this link to everyone who is working on this project, including your stand builder, as it contains useful information about the Congress.

For further support, please do not hesitate to contact us at:

Yulia Rijinsky

Exhibition Manager

E: jrijinsky@kenes.com |



Exhibitors and Supporters Portal

Each exhibitor/supporter has received an e-mail with login details to access the Portal.

The Portal enables Supporters and Exhibitors to:

- Submit Company logo and profile
- Order exhibitor badges
- Order Lead retrieval (Badge scanners)

- Submit booth drawing (for “Space Only” booths)

To access the Portal, please [click here](#).

Important Notes:

- The login details have been sent to the person signing the contract. This person is responsible for passing on the login details to a third party if needed.
- Access to all Portal services will be available only after submission of your company profile and logo.
- Only deliverables as indicated in your contract should be submitted via the Portal. Items not included in your contract will not be processed.
- Keep the Exhibitor’s Portal link together with your login information on hand for future reference.

Exhibition – Key Dates & Deadlines

Action Item	Deadline	Contact Person
Hotel reservation for Staff	As soon as possible	https://hotels.kenes.com/congress/ests26 Viktoria Dimova: vdimova@kenes.com
Company logo and profile	As soon as possible and no later than Tuesday, 07 April 2026	
Text for Fascia (Applicable for Shell Scheme booths only)	Thursday, 07 May 2026	
Booth design for approval (Applicable for ‘Space Only’ booths)	As soon as possible and no later than Tuesday, 07 April 2026 Thursday, 07 May 2026	Via Kenes Exhibitors Portal https://exhibitorportal.kenes.com
Lead Retrieval Wireless Barcode Reader Order	On-site rate will be applied for orders received after this deadline	
Exhibitor Badge Registration and Additional Badge Order	Thursday, 07 May 2026	
Extra Exhibitor Badges	Thursday, 07 May 2026 Until 24th of April 2026	reg_ests26@kenes.com
*Electrical Power for All Booths	Prices remain the same	
*Booth Cleaning	From 25th April until 7 of May – Above prices increase 15%	
*Security	From 8th of May until 22nd of May – Above prices increase 25%	Proelectro
*In-booth Catering	From 23rd of May until 29 of May congress – Above prices increase 50%	Panayiotis Evripidou
Furniture Rental	From 30th of May until 5th of June – Above prices increase 100% upon availability	Email: pevripidou@proelectro.gr and angelina@proelectro.gr
Graphics/Signage		Order Forms
Telecommunications and AV Equip. (Screens, Laptop, Desktop)		Catalogue
Plants & Flowers		
Decoration		
Internet		
Hostesses & Temporary Staff Hire (Baristas, Waiters, etc.)	Thursday, 07 May 2026	ARGO Dimitra Diamanti +30 69 47 62 68 34

In-booth Catering	Thursday, May 7	InterCatering Sofia Spathi sspathi@intercatering.gr Catering Order Form
Door to Door Shipments	Please contact Merkur	
Deadline for pre-alert of your shipment to the warehouse	May 26, 2026	Merkur Expo Logistics project manager Astrid Weitmann E-Mail: astrid.weitmann@merkur-expo.com Mobile: +49 (0) 151 14084524
Deadline for the arrival of your shipment at the warehouse	May 29, 2026	

Exhibition Timetable

	Friday, June 5 "Space only" booths	11:00 - 20:00
Set up	Saturday, June 6 All booth types	08:00-21:00 By 18:00 all empty boxes, empty crates and packaging material should be removed.
Exhibition Opening Hours	Sunday, June 7 Monday, June 8 Tuesday, June 9	10:00 -20:00 End of Welcome Reception 10:15- 17:00 09:30 - 16:30 17:30- 22:00
Dismantling / Breakdown	Tuesday, June 9	*Shell Scheme booths must be empty by 19:00

*The timetable is subject to possible changes in accordance with the scientific program.

Important Information

- Timetable is subject to possible changes in accordance with the scientific programme. Updates will follow in due time.
- Please note that delegates will pass through the exhibition area in both floors when accessing the other areas, which will be operating before and after the official exhibition opening hours.
Please note that no food will be provided by Megaron or Organizer during the set-up days. Exhibitors/Stand builders are responsible for providing the food for their staff during the build-up.
- All exhibitors should be in their booths 30 minutes before the official opening hour.
- Empty crates and packaging material must be removed after set-up and no later than **18:00 on Saturday, May 6.**
- All aisles must be clear of exhibits and packaging materials to enable cleaning at all times.
- Dismantling of the booths before the official closing of the exhibition is not permitted.
- It is the exhibitor's responsibility to dispose of all materials after dismantling.
- All shell scheme booths are required to be on time for dismantling from the hour that it is written that it starts, so that they can pack their materials, and after that the official builder is able to dismantle their booth.
- **'Space Only' booths -> any equipment, display aid or other material left behind after Tuesday, May 9, 2026 by 21:59 will be considered discarded and abandoned.**
- Please do not leave any valuable articles visible at your stand.

- **In addition, please consider hiring extra security for your Booth before/ after Exhibition Operating hours in case you have valuable stuff in your booths**

Welcome Reception at the Exhibition Area

On **Sunday, May 7, 2026** you are cordially invited to the **Welcome Reception** held in the **Exhibition Hall- Level 0** from **18:45**. Exhibitors are asked to please man their booths during the Welcome Reception in the Exhibition Hall.

Exhibitor Representative Badge

Exhibitor Badges

All exhibitors are required to be registered and will receive a badge displaying the exhibiting company name. **Please note that the Exhibitor badges will be personalized i.e. they will include the name of the badge holder as well as the company name. Please submit the list of individual names via the Exhibitors Portal no later than Monday, May 25, 2026.**

Exhibitor badges will be given as per your contract.

Any additional exhibitor's badges will be charged an exhibitor registration fee of €250.00

The Exhibitors' badges allow access to the exhibition area, refreshments, and the Welcome Reception.

Additional Exhibitor badges can be ordered online via the **Exhibitor**

Portal: <https://exhibitorportal.kenes.com>

For any inquiries related to registration, please contact Elena Araujo, the Registration Specialist, at reg_ests26@kenes.com.

*Please make sure that your Company Profile has been submitted before placing an order for an exhibitor badge.

Deadline: Monday, May 25

All personnel are required to wear badges to access the Exhibition. Company representatives not wearing their badges will not be allowed to access the Exhibition. Company name badges are for the use of company personnel for Booth manning purposes and should not be used by companies to bring visitors to the Exhibition. Exhibitor badges will not be mailed in advance and may be collected from the on-site registration desk.

Registration of Stand Personnel

In order to be granted access to the exhibition area, each individual will need to wear a name badge. This includes the regular staff from the exhibitor's company and any hired staff, e.g., hostesses, bar and service personnel, etc. For security reasons, stand personnel must wear their name badges at all times.

Each exhibitor is entitled to several complimentary exhibitor badges in accordance with the size of the exhibition stand as stated in their contract.

The badge is indicating

Company name, individual name, country

This badge will give you access to

Exhibition area (including access before the official opening hours); Opening Ceremony; Welcome Reception

This badge is for

All representatives and staff of the exhibitor; local staff (hired by an agency eg, hostesses, bar and service personnel, photographer), etc.

'K-Lead' Application - Barcode scanner App

"K-Lead" Application - Barcode Scanner Application

Lead Retrieval Wireless Barcode Readers can be a helpful tool for receiving contact information about participants who attend your symposium.

We are pleased to offer you the K-Lead Application. Supporters can download the K-Lead app onto *their own* smart phone or tablet and transform their device into an instant, easy lead retrieval system and capture participants' contact information with a quick scan of their badge.

Advantages of the **K-Lead application**:

- **Seamless Integration:** Download directly to your device; no extra hardware needed!
- **Effortless Scanning:** Quickly scan attendee badges to capture leads.
- **Customizable Notes:** Add personal comments to each lead for better follow-up.
- **"Quick Scan" Function:** Ability to quickly scan delegates as they enter the symposium hall.
- **Instant Access:** Get real-time lead information for immediate engagement.
- **Universal Compatibility:** Download from the **Apple Store** or **Google Play** using "Kenes K-Lead App."

Cost per unit: EUR 750 (excluding 4% credit card charges fees, excluding VAT if applicable).
Device is NOT included!

Deadline: Thursday, May 7, 2025

Onsite rate of EUR 850 will be applied for order received after above deadline.

Unlock the Power of K-Lead Plus: A completing product to our K-LEAD APP

Boost Leads & Save Time: Upgrade to K-Lead PLUS!

Say goodbye to manual follow up emails: add EUR 350 and Upgrade your K-Lead app.

- **Automated Follow-up Emails:** Immediately after scanning, send personalized emails to every lead. Make every connection count without lifting a finger!
- **Tailored Email Customization:** Craft the perfect message with customizable subject lines, email content, and signatures. Attach PDFs to add a polished, personal touch that stands out.
- **Timely Engagement:** Say goodbye to the hassle of manual follow-ups. K-Lead Plus handles it by sending tailored emails right after each scan, keeping your brand top of mind.
- **Trackable Insights:** Monitor how your emails perform with engagement metrics. Learn what works and refine your strategies for maximum impact, ensuring you're always improving.
- **Compatibility:** K-Lead Plus requires at least one K-Lead license purchased.

Cost for K-Lead Plus: EUR 350

Key Notes for K-Lead and K-Lead Plus:

- **Device Not Included:** The application must be installed on your personal or company device (tablet/smartphone).

- *Reliable Data*: Participant badge barcodes carry contact details as provided by registrants or their agencies. Note: Group registration may contain generalized information.
- *Content Responsibility*: Information content is managed by the registrant or their agency, not Kenes Group or the Organizing Committee.
- *Easy Reservation*: Secure your Wireless Barcode Reader in the Exhibitor's Portal <https://exhibitorportal.kenes.com>.
- *GDPR Compliance*: We've updated our [privacy policy](#) in compliance with GDPR. Your personal data won't be shared without consent. Presenting your badge for scanning implies consent to share your details.
- By purchasing the K-Lead and K-Lead Plus, Exhibitors and Sponsors agree to [Data Processing Agreement](#).

API Integration

Do you want to use your own scanning device or app? Need real-time API integration?

We're excited to introduce our new API-sharing service that seamlessly integrates delegate data from our events directly into your CRM. No more manual data entry—just instant, secure, and accurate lead transfer.

How it works:



Instant API Access - Scan delegate badges using your own app and retrieve full attendee details.



Real-Time Sync - Automatically update your CRM.



CRM Compatibility - Integrates with major CRM systems like Salesforce, HubSpot, and Microsoft Dynamics.



Data Accuracy - Ensure accurate, up-to-date delegate info, reducing manual entry errors.



Custom Mapping - Adapt data fields to fit your CRM's structure.



Secure & Compliant - Advanced encryption ensures data protection.



Analytics & Reporting - Gain insights on leads and engagement.

Cost:

1. License per event: €1800 invoiced before the event.
2. API calls: invoiced after the event, based on the number of calls (scans) made:

- Up to 200 calls - calculated by €4 per call
- Up to 500 calls - calculated by €3 per call
- From 500 calls and up - calculated €2 per call

How to order any of these solutions? -> These services are available to purchase from the Exhibitor's Portal <https://exhibitorportal.kenes.com>

1:1 Meeting Scheduler- Kenes Connect

We are delighted to offer you an exciting opportunity to maximize **your** visibility and engagement at ESTS 2026 with **1:1 Meeting Scheduler**, our new smart meeting scheduling feature.

With 1:1 Meeting Scheduler, you can:

- Enable delegates to book one-on-one meetings directly with your team
- Increase onsite traffic and strengthen your brand visibility
- Highlight your key projects to attract the right audience
- Connect with attendees genuinely interested in your company and projects
- Manage all your meetings easily through the Exhibitor Portal



Don't miss out! As this is our first launch, we're offering 1:1 Meeting Scheduler at a reduced price for this year only. Take advantage of this exclusive opportunity to connect, engage, and grow your impact at ESTS.

All you need to do is to login to the Exhibitor Portal and Order .

Link to access the Portal <https://exhibitorportal.kenes.com>

Launch Offer: 750 EUR

Photography Package



Booth Photography Package



Showcase your booth in the best light with a dedicated photoshoot.



Ideal for branding, PR, and post-event marketing.



up to 30 high-resolution images of your booth from all angles, both with and without attendee interaction.



Session Photography Package -600 EUR



Capture the impact of your sponsored session with dynamic, high-quality images of key moments.



A minimum of 15 high-resolution images featuring speakers, stage, and engaged audience



+



Combined Booth & Session Package (Best Value!)



Get the full coverage experience with a special discounted package combining booth and session photography.



up to 30 high-resolution images of your booth from all angles, both with and without attendee interaction.



A minimum of 15 high-resolution images of your session featuring speakers, stage, and engaged audience



Limited availability ! Book your photography package **in advance** to ensure your brand is captured at its best.

To get a quote and place an order, please contact the Exhibition Manager directly at: yrijinsky@kenes.com

Exhibition Floor Plan & List of Exhibitors

Exhibition Floor Plan

The floor plan has been designed to maximize the partners' exposure to the delegates. For most updated floor plan and list of partners, please [click here](#).

You can check the congress [Scientific Programme here](#).

Hall Specifications and Important Technical Information

Venue

[Megaron Athens International Conference Centre](#)

[Leoforos Vasilissis Sofias and, Kokkali 1, Athina 115 21, Grecia](#)

Exhibition Hall

Level 0 and Level -1

Virtual Tour:

<https://www.megaron.gr/en/halls-and-meeting-spaces-of-megaron/360-tour/>

Floor

Floor finish: Marble

Maximum Floor Load: 500kg/m²

Floor Covering

Floor Covering

Each exhibitor stand must be constructed on top of carpet or other fully protective flooring. For the shell scheme booth the carpet is included. For space only booth, you may bring their own carpet/floor covering, or you can order it via the official stand builder: Panayiotis Evripidou & Angelina Petridi; Email: pevripidou@proelectro.gr angelina@proelectro.gr

Raised Floor/Platform

Please note that if your stand has a platform higher than 4.5 cm, you are required to provide a ramp for handicapped access. The platform sides must be closed and finished neatly. The platform edges must be safe, secured and easily visible

Build-Up Height

- The maximum building height for the top of all elements is 3
- Exhibitors who will have stands higher than the maximum permitted height will not be allowed to set up their stands.

Electricity and Electrical Installations

Electrical box is reserved exclusively for Proelectro, if you wish to order Electricity, please fill the [form](#) and send it to Panayiotis Evripidou Email: info@proelectro.gr

According to the regulations, the electrical installations for the exhibition will only be connected to the power supply after being checked and approved by the official contractor.

To ensure maximum safety, all electrical connections to power supply can only be carried by the official contractor.

Important: The daily power to the booths will be switched on 30 minutes before the Exhibition's opening and will be switched off 15 minutes after closing time.

Stand Cleaning

For ordering daily stand cleaning, please contact: info@proelectro.gr

Waste removal

Exhibitors are responsible for the removal of all refuse/waste from the exhibition area. Any discarded waste, including promotional material, left behind will be removed by the organizers at the expense of the exhibitor concerned.

Furniture rental

If you would like to rent furniture, please [fill the form](#) and contact: Proelectro – Panayiotis Evripidou
Email:

info@proelectro.gr

[Order Forms](#)

[Catalogue](#)

Internet & Wi-Fi

A free Wi-Fi access will be provided to all visitors, suitable for basic web browsing. However, this is a public connection. Should you require an internet connection for any product demonstrations on your exhibition stand, we recommend ordering a wireless or wired connection, at an extra cost, to guarantee a high-quality service inclusive of technical support.

Exhibitors who wish to order internet connection to their booth please contact the Exhibition Manager: **Yulia Rijinsky**: jrijinsky@kenes.com

Note: Private Wi-Fi networking in your Booth is not allowed.

Accessible Storage

If additional storage is needed, please contact the Exhibition Managers to check availability: **Yulia Rijinsky**: jrijinsky@kenes.com

Security

The organizers will provide security guard services in the Exhibition Hall during closing hours.

Neither the organizers nor The MEGARON can accept responsibility for security of the stands and their contents or damage to and theft of any goods. Exhibitors are responsible for the security of their stand and equipment. If an additional security is needed, please contact rnomikou@megaron.gr

Hotel Accommodation

Kenes Group is offering exhibitors specially reduced rates for various hotels around the Congress venue. Information, pictures, location and rates are available on the hotel accommodation page: or email us to:

You may also book a room online through above link.

For group booking (10 rooms and more) please contact Viktoria Dimova via vdimova@kenes.com

Catering

Catering and the sale of all food and beverage on site are reserved exclusively from the venue MEGARON. If you wish to order Catering services for your booth, please contact:

Megaron Athens International Conference Center

InterCatering

Sofia Spathi

sspathi@intercatering.gr

[Catering Order Form](#)

Loading / Unloading

Trucks enter the unloading area through Kokkali street.

Only Merkur Expo can operate machinery inside (forklifts, etc.) to unload/load trucks. Security at the entrance will allow access to the loading bay considering its capacity.

Entry to the loading area is subject to confirmed time slot & pre alert.

Every van / truck / car needs a time slot for unloading. After they are finish with unloading the vehicle need to leave the loading bay, there is no parking space on the venue.

Size of Door to the Exhibit Area (from unloading area)

Please note that the door leading from the unloading area to the exhibit area is not excessively big, so please make sure that your pallets are in the right size as per the below dimensions:

Height: 200cm

Width: 135cm

Parking

MAICC has underground car park with capacity for 750 cars and is open daily from 06.00am until 02.00am. Entrance is from Kokkali Street. The special meeting rate is: daily pass of € 5 with one entrance and one exit, or €12.00 per day for multiple entries per day, prepaid upon entry to the garage. Daily passes are available at the entrance of the garage (Kokkali Street) from the Garage Office. The standard parking rate is €3.00 for the first 3 hours and €1.00 per hour thereafter.

Vans and trucks cannot park inside the venue, only vehicles can.

Parking space (for vehicles) has a height limit of 2,05 m.

The Centre accepts no responsibility for the safety of vehicles and their contents within Centre premises

In case you plan to have shuttles for your delegates, please contact us first for further details and approval

How to Get Here:

The Concert Hall is situated at the corner of Vas. Sofias Avenue and Kokkali St.

This is a location most people know and you'll find it easy to get to.

If you come by taxi, just tell the driver you want the Concert Hall. He won't need any further directions!

You can also get here by public transport from any part of Athens:

- By metro, it's just two minutes from the Concert Hall Metro Station to the door of the Concert Hall
- By bus, buses E14, A5 and 550 stop right in front of the Concert Hall
- By electrically driven bus, buses 10 and 3 stop right in front of the Concert Hall

Visitors to Athens can easily find the Concert Hall:

- From the airport you can take bus X95, or a 35-minute ride on the Metro will bring you to the Concert Hall.
- From the railway station, it's just 30 minutes to the Concert Hall Metro station.
- From Piraeus it's just a few minutes ride on the Metro.

If you come by car you can park in the Concert Hall's new three-level parking facility, which has spaces for 750 cars. The entrance is on Kokkali St. and the facility is open from 6am to 2am every day. For more information, call 210 7282311.

Important Venue Information can be found [here](#)

Shell Scheme Booths - Technical Information and Regulations

To ensure a smooth and efficient installation and dismantling of your stand, an official Stand Contractor has been appointed.

Shell Schemes that have been pre-booked with Kenes includes the following:

- Shell Scheme system
- Fascia with lettering
- 3 Spotlights (40-60W clip lights)
- Carpet
- 2 electric outlets no power included

Stand package hire does not include:

- Furniture
- power
- Booth cleaning
- Branding / printing

For furniture, electricity and cleaning requests contact:

PRO Electro: Panayiotis Evripidou | Email: pevripidou@proelectro.gr and angelina@proelectro.gr

[Order Forms](#)

[Catalogue](#)

Actual panel size (Wide & Size): 100 cm width X 250 cm height (Stands M22 and M23 are 2.20m height)

Please note that stands #M22 and #M23 are 2.20 m

*Please note: Corner stands are provided with two open sides and fascia panel on each open side.

Fascia Sign

*Please submit the company name for your fascia panel of the stand via Kenes Exhibitors Portal no later than : **Thursday, 7 May 2026**: <https://exhibitorportal.kenes.com>*

**Note: 15 characters, including spaces, may be written on your fascia for everyone meter of fascia length. Except spelling, pay attention to the use of capital and under cast characters. If your fascia text is not received by this date, we will provide you with a fascia title as per your company name submitted with your profile. If you wish to print your logo on the board, instead of the name or in addition to the name, this can be ordered at additional cost via the official contractor.*

Technical Information and Regulations for Shell Scheme Stands

- All basic shell scheme Booths will be designed and built by the Official Stand Contractor.
- All booths are on rental basis.
- Exhibitors are not allowed to make any alterations to the structure of the Booths or remove any integral parts from the Booths. Exhibitors wishing to remove or change the loca

tion of any standard equipment (e.g. spotlights) within the Booth should indicate clearly on the location plan and forward it together with clear instructions to the official stand contractor.

- No additional booth fitting or display may be attached to the standard booth structure.
- No free-standing booth fitting or display(s) may exceed a height of 2.5 meters or extend beyond the boundaries of the site allocated. This includes company names, advertising materials and logos provided by the exhibitor.
- No tape, nail or fixture of any kind allowed to be affixed to the partitions, floor, ceiling or fascia.
a. Exhibitors are liable to any damage caused to their booth fixtures, fittings at the meeting.
- If you wish to put posters or anything on the Shell Scheme Stands, the builder will be able to provide you with small mounting hooks or tape strips at the service desk. Kindly note that these are the only available options in order to avoid any damage.
- All electricity power points installed are for machine use only, not for lighting. If the exhibitors or non-official contractors bring their own lighting devices for booth, they must submit all lighting distribution details and pay the light connection charges to the official stand contractor.

Space Only Booths - Technical Information and Regulations

Exhibitors using independent contractors are required to submit the following for the organizer approval:

1. A scaled drawing (scaled 1:200 DWG), including elevation views of the proposed Booth to be built.
2. A list of all electrical appliances to be installed in the stand.
3. Insurance
4. The name and contact details of their construction company.

Each exhibitor stand must be constructed on top of carpet or other fully protective flooring. The exhibitor can use their own carpet or can order via the builder.

- All exhibits are to be displayed to avoid blocking aisles, obstructing adjoining stands, or damaging the premises.
- Exhibitors are kindly requested to allow sufficient see-through areas that ensure clear views of surrounding exhibits. Entire sideway walls will not be approved.
- Construction finish must be perfect in all the stand's visible areas, including rear sides.
- **Raised Floor/Platform:** Please note that if your booth has a platform/raised floor, **you are required to provide a ramp or sloped edging around the entire booth** to ensure access for people with disabilities. The platform sides must be closed and finished neatly. The platform edges must be safe, secured, and easily visible to avoid a trip hazard.
- Advertising on the boundary with other stands is prohibited.
- Multilevel is not permitted.
- The **maximum building height** for the top of all elements in the stands is **3 meters**. (Stands

above 2.4 m may require an engineer certificate).

- Any parts facing neighboring stands need to be designed with neutral surfaces (white). These should not be entire sideways walls but could be separate elements (half walls, separate design elements, pillars, etc.)
- The Organizers and the Megaron will not approve stands that do not comply with the accepted standards until the necessary changes have been made.
- Ceiling hanging is **NOT** permitted.
- Work cannot commence until the exhibitor's layout is approved by the Organizers and the Megaron.
- If you require additional Booth equipment (Furniture, Graphics, etc.), please refer to the order forms at the end of the manual.
- Screens or any kind of equipment to be shown or demonstrated may **not** be placed **directly on the edge** of the stand contracted in order to ensure that the visitor viewing the screens/equipment will be inside the booth and not blocking aisle traffic.
- Any counter, desk etc. or device (i-pads, touch screens etc.) which attract visitors may not be placed immediately at the borders of the booth facing the aisles (there should be a reasonable distance from the edge of the booth).
- All structural back walls of neighbouring booths must be properly decorated. Back Walls (reversed side) over 2.50 m in height must be finished in white: no wiring, no graphics, no logo. Advertising on the boundary with other booths is prohibited.
- A back wall of a booth (including shell booths) cannot be used by other exhibitors.
- Structures installed for specific events, exhibition stands including installations, special structures and exhibits as well as advertising displays must be sufficiently stable that they do not pose a threat to public safety and order and that they do not endanger life and health.
- Exhibitors / customers are responsible for ensuring the load-bearing capacity and stability of such structures and may be required to furnish the relevant proof.

Electricity and Electrical Installations for all booths

Power supplies will be supplied into your booth via the floor.

All electrical sockets are earthed.

The exhibitor is responsible for calculating the power necessary for the elements to be connected, together with the request for the necessary voltage. Damage caused to the main or to specific points by these connections is the sole responsibility of the exhibitors.

There is at least 1m free space in front of every electrical distribution board.

Lighting ramps shall be permanently fixed and shall hang at least 2.2 m from the floor and be fitted with end-stop protection.

Fittings and utility articles made from conductive materials must be earthed and be of at least material class 1.

Only earthed or double-insulated equipment may be connected.

Equipment not meeting these requirements may be immediately disconnected by the venue with no right of recourse or compensation for the exhibitor.

The exhibitor may order one or more electrical connection points. Connection may only be made to the designated connection point. The exhibitor may connect their own equipment if the connection is CEE-type plugs or Schoko sockets. If current ratings greater than 63 A are involved, competent personnel designated by the venue shall carry out the connection.

The venue reserves the right to at any time inspect connected equipment. Should the equipment fail to meet the applicable safety regulations, the venue reserves the right to immediately disconnect such equipment with no right of recourse or compensation for the exhibitor.

No installations may be made to or in an energised facility.

The venue's electrical distribution system is live at the latest from the day prior to the opening of the exhibition until an hour after the closure of the exhibition on its last day but must always be treated as being live.

If an exhibitor requires electricity at other times, the exhibitor should contact the organiser in advance.

Exhibitors shall switch off their lighting at the end of the day.

In the event of damage or faults to an electrical connection or installation, the exhibitor shall immediately contact the organiser and/or venue representatives.

All electrical set up must be approved by the **Megaron** and the links to the general mains can only be made by same services. **Megaron** will not be responsible for connecting to the mains apparatus that do not correspond to the information provided, and the exhibitors must name the person responsible for the stand's electric installation project. Damage caused to the mains or to the specific point by these connections is the sole responsibility of the exhibitors. It is essential that exhibitors give the power needed in the booth.

Booth Services

Additional Booth fittings Electricity Booth construction Furniture Rental

To place an order online for the services mentioned above.

Proelectro

Panayiotis Evripidou Email:

pevripidou@proelectro.gr and angelina@proelectro.gr

[Order Forms](#)

[Catalogue](#)

Internet and WIFI

Complimentary Wi-Fi will be provided by the congress during official congress days at most areas. This public Wi-Fi connection is limited for basic web browsing or checking emails.

Should you have any internet-based feature/device/activity at your booth (for example: product demonstrations), we strongly recommend ordering a dedicated internet connection for your booth (wireless or wired connection) to guarantee a consistent internet connection inclusive of technical

support.

Important:

- Please be advised private Wi-Fi networks installations in the booth are not allowed.
- The venue and the organizer reserve the rights to discontinue any activity which interfere with the hall Wi-Fi coverage.

For dedicated internet services (wired or wireless), please contact:

pevripidou@proelectro.gr and angelina@proelectro.gr

Catering Services

Catering is **exclusive** to **MEGARON** and should be ordered in advance. Supporters who wish to order food and beverages for their symposium, meeting/hospitality room or exhibition booth, are welcome to do so directly with:

InterCatering

Sofia Spathi

sspathi@intercatering.gr

[Catering Order Form](#)

Kindly place your order in advance.

Stand Cleaning

Cleaning services are reserved exclusively for MEGARON, which is in charge of cleaning the aisles and communal areas of the exhibition spaces. For ordering daily stand cleaning, please contact the Proelectro.

Waste Removal

Should an excess of debris be expected during the construction or breakdown of your stand, exhibitors would be required to hire a skip for removal of such.

During the build-up and breakdown days of the exhibition, the aisles of the venue/s must not be obstructed with packing, construction material or debris. Contractors building “space only” or custom built stands or interior designs are responsible for removing their own building waste and off-cuts from the site at the end of each day.

Freight Handling & Customs Clearance Agent

Merkur Expo Logistics

Project Manager

Astrid Weitmann

E-Mail: astrid.weitmann@merkur-expo.com

Mobile: + 49 (0) 151 14084524

Rules and Regulations

Each exhibitor stand must be constructed on top of carpet or other fully protective flooring. The exhibitor can use their own carpet or can order via the builder.

Build-Up & Dismantling Period

During the period of build-up and dismantling, it is prohibited to consume alcoholic beverages in the working area as well as to perform work under the influence of alcohol and drugs.

The Exhibitors and contractors are required to wear the necessary personal protective equipment such as safety footwear, protective helmets, eye protection, and hand protection required by the specific work activity.

The use of cutting machines, welding machines, sanders and spray guns is strictly forbidden.

Children

No person under the age of 16 years can be admitted to the Exhibition, either during Build Up, Open Days or Breakdown. This rule also applies to Exhibitors' children and must be rigidly enforced to comply with the safety regulations of the exhibition. It is also not permitted to bring animals into Venue.

Damage to the Building

Exhibitors are liable for all damage caused to floors, walls, and pillars during the installation, Exhibition, and dismantling periods. No adhesive stickers and fixtures of any kind are allowed on floors, walls, and pillars.

Disposal of Material

It is obligatory to collect and dispose of all material during the build-up or dismantling of the event. When the dismantling period is over, the exhibitor loses any right to claim losses or damage to property left behind. Any costs incurred by the venue in removing this property will be charged to the exhibitor.

Fire Regulations and Fire Insurance (compulsory)

- Stand material and fittings must be nonflammable or impregnated with fire retardant chemicals. As a general rule, easily inflammable synthetic substances, foam polyester, and no fireproof straw and reeds are prohibited.
- Exhibitors must be insured against fire.

Health & Safety

- It is the responsibility of the stand holder to ensure the health, safety and welfare of all employees, contractors and visitors as far as is reasonably practicable throughout the event.
- It is recommended that the stand holders appoint a supervisor for the stand, with the specific responsibility for ensuring the health & safety of their staff and stand builders. It is advisable that a Risk Assessment is completed for the stand and submitted to the organizer.

Hanging of Posters, Banners etc.

Hanging of posters, banners or decals, stickers or similar items, on the walls, floors, ceilings, or pillars within or outside the installations of the venue are **strictly forbidden**.

Build-Up & Dismantling Period

During the period of build-up and dismantling, it is prohibited to consume alcoholic beverages in the working area as well as to perform work under the influence of alcohol and drugs.

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Promotional Activities

- All demonstrations or instructional activities must be confined to the limits of the Exhibition stand.
- Advertising material and signs may not be distributed or displayed outside the exhibitor's stands.
- Sound equipment must be regulated and used as headsets within the stand so that it does not disturb neighboring exhibits.
- The Exhibition Manager reserves the right to require the exhibitor to discontinue any activity, noise, or music that is deemed objectionable.
- Distribution of balloons filled with a gas that is lighter than air is not allowed.

Special Effects

Special effects lighting, live music, smoke and laser projection may not be used in the stands. No permission will be given for projection in the aisles or on the walls of the hall.

Participation by exhibitors is dependent upon compliance with all rules, regulations and conditions stated herein.

Smoking Policy

The Megaron Athens International Conference Centre operates a NO SMOKING policy in ALL halls.

Megaron regulations

Names of persons entering and circulating within the Centre for the purposes of organizing any aspect of an Event must be provided to the Centre. The Centre will provide individually named access passes, which must be in the possession of such persons whilst they are in the Centre. Access to the Centre will not be permitted without these passes for security reasons.

It is a condition of entry to all persons who require access to the loading docks that vehicles, equipment, and personal belongings, i.e., bags etc may be randomly searched by Centre Security staff upon entering and exiting the loading docks.

Upon request, all drivers of vehicles who require access to the loading docks must present their driver's license to Centre Security staff to verify their identity.

Vehicles requiring access to the loading dock must have prior agreement from the Centre and must

have provided accurate vehicle registration plate number.

Any person wishing to gain access to the Conference Centre outside the scheduled hours should notify the Centre through the organiser at least twenty-four (24) hours in advance.

There is no parking available to contractors or exhibitors on the loading dock during the move in, operation and move out of an exhibition

Access into the exhibition halls and Convention Centre for buildup and / or breakdown will be via the loading dock only unless permission has been granted by Centre management. Under no circumstances should event equipment be moved in or out via front of house areas.

The Megaron Athens International Conference Centre full time security staff are responsible for allowing access from the loading dock to the halls.

Any person under 16 is prohibited from accessing exhibition areas or the loading bay ramp during designated move in & move out periods for reasons of safety.

The consumption of alcohol is strictly forbidden during designated move in & move out periods, both on the loading ramp and in designated exhibition areas.

High visibility vests or high visibility clothing must be worn at all times on the loading bay ramp.

Smoking is permitted only in certain designated areas of the Centre. Your Event Organiser will provide you with a list of such designated areas.

Thank you for your full co-operation.

Shipping Instructions

Merkur Expo Logistics GmbH has been appointed the official forwarding agent and clearance agent for all Kenes congresses. Merkur offers the following services: customs clearance, delivery to the booth, freight forwarding, manpower & trolleys for un-loading / loading during build-up and dismantling, storage of empty crates, transportation to and from the Exhibition Hall.

For security, insurance, and efficiency reasons, Merkur Expo Logistics is the sole official agent to handle cargo inside the venue. Booth builders are prohibited from using trolleys during set-up and

dismantling periods.

Kindly note that Merkur the official agent is the exclusive agent for move in and move out of the venue.

Exhibitors and booth builders are free to deliver their goods or to pick their goods up from outside the venue.

Those who use their own facilities up to the venue are requested to coordinate their time schedule and unloading of their cargo into the venue with Merkur.

Please inform Merkur who will be your main contact person. This person will be responsible for your stand onsite Please make sure to get final Instructions and regulations close to congress date. Involve Merkur in your planning your timetable and needs.

Contact Details:

Merkur Expo Logistics

Astrid Weitmann

E-Mail: astrid.weitmann@merkur-expo.com

Mobile: + 49 (0) 151 14084524

To view the full ESTS 2026 Shipping Instructions, including Tariffs, Material Handling please click the relevant links:

Exhibition Goods via Advanced warehouse:

<https://2026.estsmeeting.com/wp-content/uploads/sites/12/2026/04/Label-exhibition-goods-via-Advanced-warehouse.pdf>

Tariff:

<https://2026.estsmeeting.com/wp-content/uploads/sites/12/2026/02/Official-Handling-Tariff-ESTS-2026.pdf>

Shipping Instructions:

<https://2026.estsmeeting.com/wp-content/uploads/sites/12/2026/04/ESTS-SHIPPING-INSTRUCTION S.pdf>

Order Form Warehouse:

<https://2026.estsmeeting.com/wp-content/uploads/sites/12/2026/04/Order-form-Warehouse.pdf>

Contact Information – Official Contractors

Electricity* / Furniture Rental / Additional Booth Fittings / Graphics & Signage / AV Equip. / Cleaning

Proelectro

Panayiotis Evripidou Email:

pevripidou@proelectro.gr and angelina@proelectro.gr

[Order Forms](#)

[Catalogue](#)

International Shipments

Merkur Expo Logistics

Astrid Weitmann

E-Mail: astrid.weitmann@merkur-expo.com

Mobile: + 49 (0) 151 14084524

Kenes Group Contacts:

Congress Secretariat

Kenes Group

Rue François-Versonnex 7

1207 Geneva, Switzerland

Tel: +41 22 908 0488

E-mail: ests@kenes.com

Exhibition Manager and Industry Symposia Coordinator

Yulia Rijinsky

E-mail: jrijinsky@kenes.com

Industry Liaison & Sales

Teresa Casillas

E-mail: tseoane@kenes.com

Accommodation Manager:

Viktoria Dimova

E-mail: vdimova@kenes.com

Registration Specialist

Viktoria Georgieva

E-mail: vgeorgieva@kenes.com

Sustainability- Tips & Tricks for Exhibitors

We are committed to sustainability and we encourage all of our exhibitors to do the same. [CLICK HERE](#) for some practical tips and tricks that you can implement right away.

In order to allow us to learn more about exhibition booth materials, logistics, and waste management by the industry Please fill the following [form](#)

Each exhibitor/supporter has received an e-mail with login details to access the Portal.

The Portal enables Supporters and Exhibitors to:

- Submit Company logo and profile
- Order exhibitor badges
- Order Lead retrieval (Badge scanners)
- Submit booth drawing (for “Space Only” booths)

To access the Portal, please [click here](#).

Important Notes:

- The login details have been sent to the person signing the contract. This person is responsible for passing on the login details to a third party if needed.
- Access to all Portal services will be available only after submission of your company profile and logo.
- Only deliverables as indicated in your contract should be submitted via the Portal. Items not included in your contract will not be processed.
- Keep the Exhibitor’s Portal link together with your login information on hand for future reference.

Action Item	Deadline	Contact Person
Hotel reservation for Staff	As soon as possible	https://hotels.kenes.com/congress/ests26 Viktoria Dimova: vdimova@kenes.com
Company logo and profile	As soon as possible and no later than Tuesday, 07 April 2026	
Text for Fascia (Applicable for Shell Scheme booths only)	Thursday, 07 May 2026	
Booth design for approval (Applicable for ‘Space Only’ booths)	As soon as possible and no later than Tuesday, 07 April 2026 Thursday, 07 May 2026	Via Kenes Exhibitors Portal https://exhibitorportal.kenes.com
Lead Retrieval Wireless Barcode Reader Order	On-site rate will be applied for orders received after this deadline	
Exhibitor Badge Registration and Additional Badge Order	Thursday, 07 May 2026	
Extra Exhibitor Badges	Thursday, 07 May 2026	reg_ests26@kenes.com

*Electrical Power for All Booths	Until 24th of April 2026 Prices remain the same	
*Booth Cleaning	From 25th April until 7 of May -	
*Security	Above prices increase 15%	
*In-booth Catering	From 8th of May until 22nd of May - Above prices increase 25%	Proelectro Panayiotis Evripidou
Furniture Rental	From 23rd of May until 29 of May congress - Above prices increase 50%	Email: pevripidou@proelectro.gr and angelina@proelectro.gr
Graphics/Signage	From 30th of May until 5th of June - Above prices increase 100% upon availability	Order Forms
Telecommunications and AV Equip. (Screens, Laptop, Desktop)	For 6th of June and onwards - Above prices increase 100% + transportation charges	Catalogue
Plants & Flowers		
Decoration		
Internet		
Hostesses & Temporary Staff Hire (Baristas, Waiters, etc.)	Thursday, 07 May 2026	ARGO Dimitra Diamanti +30 69 47 62 68 34
In-booth Catering	Thursday, May 7	InterCatering Sofia Spathi sspathi@intercatering.gr Catering Order Form
Door to Door Shipments	Please contact Merkur	
Deadline for pre-alert of your shipment to the warehouse	May 26, 2026	Merkur Expo Logistics project manager Astrid Weitmann E-Mail: astrid.weitmann@merkur-expo.com Mobile: +49 (0) 151 14084524
Deadline for the arrival of your shipment at the warehouse	May 29, 2026	
	Friday, June 5 "Space only" booths	11:00 - 20:00
Set up	Saturday, June 6 All booth types	08:00-21:00 By 18:00 all empty boxes, empty crates and packaging material should be removed.
Exhibition Opening Hours	Sunday, June 7 Monday, June 8 Tuesday, June 9	10:00 -20:00 End of Welcome Reception 10:15- 17:00 09:30 - 16:30 17:30- 22:00
Dismantling / Breakdown	Tuesday, June 9	*Shell Scheme booths must be empty by 19:00

*The timetable is subject to possible changes in accordance with the scientific program.

Important Information

- Timetable is subject to possible changes in accordance with the scientific programme. Updates will follow in due time.
- Please note that delegates will pass through the exhibition area in both floors when accessing the other areas, which will be operating before and after the official exhibition opening hours.

Please note that no food will be provided by Megaron or Organizer during the set-up

days. Exhibitors/Stand builders are responsible for providing the food for their staff during the build-up.

- All exhibitors should be in their booths 30 minutes before the official opening hour.
- Empty crates and packaging material must be removed after set-up and no later than **18:00 on Saturday, May 6.**
- All aisles must be clear of exhibits and packaging materials to enable cleaning at all times.
- Dismantling of the booths before the official closing of the exhibition is not permitted.
- It is the exhibitor's responsibility to dispose of all materials after dismantling.
- All shell scheme booths are required to be on time for dismantling from the hour that it is written that it starts, so that they can pack their materials, and after that the official builder is able to dismantle their booth.
- **'Space Only' booths ->** any equipment, display aid or other material left behind after **Tuesday, May 9, 2026 by 21:59** will be considered discarded and abandoned.
- Please do not leave any valuable articles visible at your stand.
- **In addition, please consider hiring extra security for your Booth before/ after Exhibition Operating hours in case you have valuable stuff in your booths**

Welcome Reception at the Exhibition Area

On **Sunday, May 7, 2026** you are cordially invited to the **Welcome Reception** held in the **Exhibition Hall- Level 0** from **18:45**. Exhibitors are asked to please man their booths during the Welcome Reception in the Exhibition Hall.

Exhibitor Badges

All exhibitors are required to be registered and will receive a badge displaying the exhibiting company name. **Please note that the Exhibitor badges will be personalized i.e. they will include the name of the badge holder as well as the company name. Please submit the list of individual names via the Exhibitors Portal no later than Monday, May 25, 2026.**

Exhibitor badges will be given as per your contract.

Any additional exhibitor's badges will be charged an exhibitor registration fee of €250.00

The Exhibitors' badges allow access to the exhibition area, refreshments, and the Welcome Reception.

Additional Exhibitor badges can be ordered online via the **Exhibitor**

Portal: <https://exhibitorportal.kenes.com>

For any inquiries related to registration, please contact Elena Araujo, the Registration Specialist, at reg_ests26@kenes.com.

*Please make sure that your Company Profile has been submitted before placing an order for an exhibitor badge.

Deadline: Monday, May 25

All personnel are required to wear badges to access the Exhibition. Company representatives not wearing their badges will not be allowed to access the Exhibition. Company name badges are for the use of company personnel for Booth manning purposes and should not be used by companies to bring visitors to the Exhibition. Exhibitor badges will not be mailed in advance and may be collected from the on-site registration desk.

Registration of Stand Personnel

In order to be granted access to the exhibition area, each individual will need to wear a name badge. This includes the regular staff from the exhibitor's company and any hired staff, e.g., hostesses, bar and service personnel, etc. For security reasons, stand personnel must wear their name badges at all times.

Each exhibitor is entitled to several complimentary exhibitor badges in accordance with the size of the exhibition stand as stated in their contract.

The badge is indicating	Company name, individual name, country
This badge will give you access to	Exhibition area (including access before the official opening hours); Opening Ceremony; Welcome Reception
This badge is for	All representatives and staff of the exhibitor; local staff (hired by an agency eg, hostesses, bar and service personnel, photographer), etc.

"K-Lead" Application - Barcode Scanner Application

Lead Retrieval Wireless Barcode Readers can be a helpful tool for receiving contact information about participants who attend your symposium.

We are pleased to offer you the K-Lead Application. Supporters can download the K-Lead app onto *their own* smart phone or tablet and transform their device into an instant, easy lead retrieval system and capture participants' contact information with a quick scan of their badge.

Advantages of the **K-Lead application**:

- **Seamless Integration:** Download directly to your device; no extra hardware needed!
- **Effortless Scanning:** Quickly scan attendee badges to capture leads.
- **Customizable Notes:** Add personal comments to each lead for better follow-up.
- **"Quick Scan" Function:** Ability to quickly scan delegates as they enter the symposium hall.
- **Instant Access:** Get real-time lead information for immediate engagement.
- **Universal Compatibility:** Download from the **Apple Store** or **Google Play** using "Kenes K-Lead App."

Cost per unit: EUR 750 (excluding 4% credit card charges fees, excluding VAT if applicable).
Device is NOT included!

Deadline: Thursday, May 7, 2025

Onsite rate of EUR 850 will be applied for order received after above deadline.

Unlock the Power of K-Lead Plus: A completing product to our K-LEAD APP

Boost Leads & Save Time: Upgrade to K-Lead PLUS!

Say goodbye to manual follow up emails: add EUR 350 and Upgrade your K-Lead app.

- **Automated Follow-up Emails:** Immediately after scanning, send personalized emails to every lead. Make every connection count without lifting a finger!
- **Tailored Email Customization:** Craft the perfect message with customizable subject lines, email content, and signatures. Attach PDFs to add a polished, personal touch that stands out.

- **Timely Engagement:** Say goodbye to the hassle of manual follow-ups. K-Lead Plus handles it by sending tailored emails right after each scan, keeping your brand top of mind.
- **Trackable Insights:** Monitor how your emails perform with engagement metrics. Learn what works and refine your strategies for maximum impact, ensuring you're always improving.
- **Compatibility:** K-Lead Plus requires at least one K-Lead license purchased.

Cost for K-Lead Plus: EUR 350

Key Notes for K-Lead and K-Lead Plus:

- **Device Not Included:** The application must be installed on your personal or company device (tablet/smartphone).
- **Reliable Data:** Participant badge barcodes carry contact details as provided by registrants or their agencies. Note: Group registration may contain generalized information.
- **Content Responsibility:** Information content is managed by the registrant or their agency, not Kenes Group or the Organizing Committee.
- **Easy Reservation:** Secure your Wireless Barcode Reader in the Exhibitor's Portal <https://exhibitorportal.kenes.com>.
- **GDPR Compliance:** We've updated our [privacy policy](#) in compliance with GDPR. Your personal data won't be shared without consent. Presenting your badge for scanning implies consent to share your details.
- By purchasing the K-Lead and K-Lead Plus, Exhibitors and Sponsors agree to [Data Processing Agreement](#).

API Integration

Do you want to use your own scanning device or app? Need real-time API integration?

We're excited to introduce our new API-sharing service that seamlessly integrates delegate data from our events directly into your CRM. No more manual data entry—just instant, secure, and accurate lead transfer.

How it works:



Instant API Access - Scan delegate badges using your own app and retrieve full attendee details.



Real-Time Sync - Automatically update your CRM.



CRM Compatibility - Integrates with major CRM systems like Salesforce, HubSpot, and Microsoft Dynamics.



Data Accuracy - Ensure accurate, up-to-date delegate info, reducing manual entry errors.



Custom Mapping - Adapt data fields to fit your CRM's structure.



Secure & Compliant - Advanced encryption ensures data protection.



Analytics & Reporting - Gain insights on leads and engagement.

Cost:

1. License per event: €1800 invoiced before the event.
2. API calls: invoiced after the event, based on the number of calls (scans) made:

- Up to 200 calls - calculated by €4 per call
- Up to 500 calls - calculated by €3 per call
- From 500 calls and up - calculated €2 per call

How to order any of these solutions? -> These services are available to purchase from the Exhibitor's Portal <https://exhibitorportal.kenes.com>

We are delighted to offer you an exciting opportunity to maximize **your** visibility and engagement at ESTS 2026 with **1:1 Meeting Scheduler**, our new smart meeting scheduling feature.

With 1:1 Meeting Scheduler, you can:

- Enable delegates to book one-on-one meetings directly with your team
- Increase onsite traffic and strengthen your brand visibility
- Highlight your key projects to attract the right audience
- Connect with attendees genuinely interested in your company and projects
- Manage all your meetings easily through the Exhibitor Portal



Don't miss out! As this is our first launch, we're offering 1:1 Meeting Scheduler at a reduced price for this year only. Take advantage of this exclusive opportunity to connect, engage, and grow your impact at ESTS.

All you need to do is to login to the Exhibitor Portal and Order .

Link to access the Portal <https://exhibitorportal.kenes.com>

Launch Offer: 750 EUR



Booth Photography Package



Showcase your booth in the best light with a dedicated photoshoot.



Ideal for branding, PR, and post-event marketing.



up to 30 high-resolution images of your booth from all angles, both with and without attendee interaction.



Session Photography Package -600 EUR



Capture the impact of your sponsored session with dynamic, high-quality images of key moments.



A minimum of 15 high-resolution images featuring speakers, stage, and engaged audience



+

Combined Booth & Session Package (Best Value!)



Get the full coverage experience with a special discounted package combining booth and session photography.



up to 30 high-resolution images of your booth from all angles, both with and without attendee interaction.



A minimum of 15 high-resolution images of your session featuring speakers, stage, and engaged audience



Limited availability ! Book your photography package **in advance** to ensure your brand is captured at its best.

To get a quote and place an order, please contact the Exhibition Manager directly at: yrijinsky@kenes.com

Exhibition Floor Plan

The floor plan has been designed to maximize the partners' exposure to the delegates. For most updated floor plan and list of partners, please [click here](#).

You can check the congress [Scientific Programme here](#).

Venue

[Megaron Athens International Conference Centre](#)

[Leoforos Vasilissis Sofias and, Kokkali 1, Athina 115 21, Grecia](#)

Exhibition Hall

Level 0 and Level -1

Virtual Tour:

<https://www.megaron.gr/en/halls-and-meeting-spaces-of-megaron/360-tour/>

Floor

Floor finish: Marble

Maximum Floor Load: 500kg/m²

Floor Covering

Floor Covering

Each exhibitor stand must be constructed on top of carpet or other fully protective flooring. For the shell scheme booth the carpet is included. For space only booth, you may bring their own carpet/floor covering, or you can order it via the official stand builder: Panayiotis Evripidou & Angelina Petridi; Email: pevripidou@proelectro.gr angelina@proelectro.gr

Raised Floor/Platform

Please note that if your stand has a platform higher than 4.5 cm, you are required to provide a ramp for handicapped access. The platform sides must be closed and finished neatly. The platform edges must be safe, secured and easily visible

Build-Up Height

- The maximum building height for the top of all elements is 3
- Exhibitors who will have stands higher than the maximum permitted height will not be allowed to set up their stands.

Electricity and Electrical Installations

Electrical box is reserved exclusively for Proelectro, if you wish to order Electricity, please fill the [form](#) and send it to Panayiotis Evripidou Email: info@proelectro.gr

According to the regulations, the electrical installations for the exhibition will only be connected to the power supply after being checked and approved by the official contractor.

To ensure maximum safety, all electrical connections to power supply can only be carried by the official contractor.

Important: The daily power to the booths will be switched on 30 minutes before the Exhibition's opening and will be switched off 15 minutes after closing time.

Stand Cleaning

For ordering daily stand cleaning, please contact: info@proelectro.gr

Waste removal

Exhibitors are responsible for the removal of all refuse/waste from the exhibition area. Any discarded waste, including promotional material, left behind will be removed by the organizers at the expense of the exhibitor concerned.

Furniture rental

If you would like to rent furniture, please [fill the form](#) and contact: Proelectro - Panayiotis Evripidou
Email:

info@proelectro.gr

[Order Forms](#)

[Catalogue](#)

Internet & Wi-Fi

A free Wi-Fi access will be provided to all visitors, suitable for basic web browsing. However, this is a public connection. Should you require an internet connection for any product demonstrations on your exhibition stand, we recommend ordering a wireless or wired connection, at an extra cost, to guarantee a high-quality service inclusive of technical support.

Exhibitors who wish to order internet connection to their booth please contact the

Exhibition Manager: **Yulia Rijinsky**: jrijinsky@kenes.com

Note: Private Wi-Fi networking in your Booth is not allowed.

Accessible Storage

If additional storage is needed, please contact the Exhibition Managers to check availability: **Yulia Rijinsky**: jrijinsky@kenes.com

Security

The organizers will provide security guard services in the Exhibition Hall during closing hours.

Neither the organizers nor The MEGARON can accept responsibility for security of the stands and their contents or damage to and theft of any goods. Exhibitors are responsible for the security of their stand and equipment. If an additional security is needed, please contact rnomikou@megaron.gr

Hotel Accommodation

Kenes Group is offering exhibitors specially reduced rates for various hotels around the Congress venue. Information, pictures, location and rates are available on the hotel accommodation page: or email us to:

You may also book a room online through the above link.

For group booking (10 rooms and more) please contact Viktoria Dimova via vdimova@kenes.com

Catering

Catering and the sale of all food and beverage on site are reserved exclusively from the venue MEGARON. If you wish to order Catering services for your booth, please contact:

Megaron Athens International Conference Center

InterCatering

Sofia Spathi

sspathi@intercatering.gr

[Catering Order Form](#)

Loading / Unloading

Trucks enter the unloading area through Kokkali street.

Only Merkur Expo can operate machinery inside (forklifts, etc.) to unload/load trucks. Security at the entrance will allow access to the loading bay considering its capacity.

Entry to the loading area is subject to confirmed time slot & pre alert.

Every van / truck / car needs a time slot for unloading. After they are finish with unloading the vehicle need to leave the loading bay, there is no parking space on the venue.

Size of Door to the Exhibit Area (from unloading area)

Please note that the door leading from the unloading are to the exhibit area is not excessively big, so please make sure that your pallets are in the right size as per the below dimensions:

Height: 200cm

Width: 135cm

Parking

MAICC has underground car park with capacity for 750 cars and is open daily from 06.00am until 02.00am Entrance is from Kokkali Street. The special meeting rate is: daily pass of € 5 with one entrance and one exit, or €12.00 per day for multiple entries per day, prepaid upon entry to the garage. Daily passes are available at the entrance of the garage (Kokkali Street) from the Garage Office. The standard parking rate is €3.00 for the first 3 hours and €1.00 per hour thereafter.

Vans and trucks cannot park inside the venue, only vehicles can.

Parking space (for vehicles) has a height limit of 2,05 m.

The Centre accepts no responsibility for the safety of vehicles and their contents within Centre premises

In case you plan to have shuttles for your delegates, please contact us first for further details and approval

How to Get Here:

The Concert Hall is situated at the corner of Vas. Sofias Avenue and Kokkali St.

This is a location most people know and you'll find it easy to get to.

If you come by taxi, just tell the driver you want the Concert Hall. He won't need any further directions!

You can also get here by public transport from any part of Athens:

- By metro, it's just two minutes from the Concert Hall Metro Station to the door of the Concert Hall
- By bus, buses E14, A5 and 550 stop right in front of the Concert Hall
- By electrically driven bus, buses 10 and 3 stop right in front of the Concert Hall

Visitors to Athens can easily find the Concert Hall:

- From the airport you can take bus X95, or a 35-minute ride on the Metro will bring you to the Concert Hall.
- From the railway station, it's just 30 minutes to the Concert Hall Metro station.
- From Piraeus it's just a few minutes ride on the Metro.

If you come by car you can park in the Concert Hall's new three-level parking facility, which has spaces for 750 cars. The entrance is on Kokkali St. and the facility is open from 6am to 2am every day. For more information, call 210 7282311.

Important Venue Information can be found [here](#).

To ensure a smooth and efficient installation and dismantling of your stand, an official Stand Contractor has been appointed.

Shell Schemes that have been pre-booked with Kenes includes the following:

- Shell Scheme system
- Fascia with lettering
- 3 Spotlights (40-60W clip lights)
- Carpet
- 2 electric outlets no power included

Stand package hire does not include:

- Furniture
- power
- Booth cleaning
- Branding / printing

For furniture, electricity and cleaning requests contact:

PRO Electro: Panayiotis Evripidou | Email: pevripidou@proelectro.gr and angelina@proelectro.gr

[Order Forms](#)

[Catalogue](#)

Actual panel size (Wide & Size): 100 cm width X 250 cm height (Stands M22 and M23 are 2.20m height)

Please note that stands #M22 and #M23 are 2.20 m

*Please note: Corner stands are provided with two open sides and fascia panel on each open side.

Fascia Sign

*Please submit the company name for your fascia panel of the stand via Kenes Exhibitors Portal no later than : **Thursday, 7 May 2026**: <https://exhibitorportal.kenes.com>*

**Note: 15 characters, including spaces, may be written on your fascia for every one meter of fascia length. Except spelling, pay attention to the use of capital and under cast characters. If your fascia text is not received by this date, we will provide you with a fascia title as per your company name submitted with your profile. If you wish to print your logo on the board, instead of the name or in addition to the name, this can be ordered at additional cost via the official contractor.*

Technical Information and Regulations for Shell Scheme Stands

- All basic shell scheme Booths will be designed and built by the Official Stand Contractor.
- All booths are on rental basis.

- Exhibitors are not allowed to make any alterations to the structure of the Booths or remove any integral parts from the Booths. Exhibitors wishing to remove or change the location of any standard equipment (e.g. spotlights) within the Booth should indicate clearly on the location plan and forward it together with clear instructions to the official stand contractor.
- No additional booth fitting or display may be attached to the standard booth structure.
- No free-standing booth fitting or display(s) may exceed a height of 2.5 meters or extend beyond the boundaries of the site allocated. This includes company names, advertising materials and logos provided by the exhibitor.
- No tape, nail or fixture of any kind allowed to be affixed to the partitions, floor, ceiling or fascia. Exhibitors are liable to any damage caused to their booth fixtures, fittings at the meeting.
- If you wish to put posters or anything on the Shell Scheme Stands, the builder will be able to provide you with small mounting hooks or tape strips at the service desk. Kindly note that these are the only available options in order to avoid any damage.
- All electricity power points installed are for machine use only, not for lighting. If the exhibitors or non-official contractors bring their own lighting devices for booth, they must submit all lighting distribution details and pay the light connection charges to the official stand contractor.

Exhibitors using independent contractors are required to submit the following for the organizer approval:

1. A scaled drawing (scaled 1:200 DWG), including elevation views of the proposed Booth to be built.
2. A list of all electrical appliances to be installed in the stand.
3. Insurance
4. The name and contact details of their construction company.

Each exhibitor stand must be constructed on top of carpet or other fully protective flooring. The exhibitor can use their own carpet or can order via the builder.

- All exhibits are to be displayed to avoid blocking aisles, obstructing adjoining stands, or damaging the premises.
- Exhibitors are kindly requested to allow sufficient see-through areas that ensure clear views of surrounding exhibits. Entire sideway walls will not be approved.
- Construction finish must be perfect in all the stand's visible areas, including rear sides.
- **Raised Floor/Platform:** Please note that if your booth has a platform/raised floor, **you are required to provide a ramp or sloped edging around the entire booth** to ensure access for people with disabilities. The platform sides must be closed and finished neatly. The platform edges must be safe, secured, and easily visible to avoid a trip hazard.
- Advertising on the boundary with other stands is prohibited.
- Multilevel is not permitted.
- The **maximum building height** for the top of all elements in the stands is **3 meters**. (Stands

above 2.4 m may require an engineer certificate).

- Any parts facing neighboring stands need to be designed with neutral surfaces (white). These should not be entire sideways walls but could be separate elements (half walls, separate design elements, pillars, etc.)
- The Organizers and the Megaron will not approve stands that do not comply with the accepted standards until the necessary changes have been made.
- Ceiling hanging is **NOT** permitted.
- Work cannot commence until the exhibitor's layout is approved by the Organizers and the Megaron.
- If you require additional Booth equipment (Furniture, Graphics, etc.), please refer to the order forms at the end of the manual.
- Screens or any kind of equipment to be shown or demonstrated may **not** be placed **directly on the edge** of the stand contracted in order to ensure that the visitor viewing the screens/equipment will be inside the booth and not blocking aisle traffic.
- Any counter, desk etc. or device (i-pads, touch screens etc.) which attract visitors may not be placed immediately at the borders of the booth facing the aisles (there should be a reasonable distance from the edge of the booth).
- All structural back walls of neighbouring booths must be properly decorated. Back Walls (reversed side) over 2.50 m in height must be finished in white: no wiring, no graphics, no logo. Advertising on the boundary with other booths is prohibited.
- A back wall of a booth (including shell booths) cannot be used by other exhibitors.
- Structures installed for specific events, exhibition stands including installations, special structures and exhibits as well as advertising displays must be sufficiently stable that they do not pose a threat to public safety and order and that they do not endanger life and health.
- Exhibitors / customers are responsible for ensuring the load-bearing capacity and stability of such structures and may be required to furnish the relevant proof.

Power supplies will be supplied into your booth via the floor.

All electrical sockets are earthed.

The exhibitor is responsible for calculating the power necessary for the elements to be connected, together with the request for the necessary voltage. Damage caused to the main or to specific points by these connections is the sole responsibility of the exhibitors.

There is at least 1m free space in front of every electrical distribution board.

Lighting ramps shall be permanently fixed and shall hang at least 2.2 m from the floor and be fitted with end-stop protection.

Fittings and utility articles made from conductive materials must be earthed and be of at least material class 1.

Only earthed or double-insulated equipment may be connected.

Equipment not meeting these requirements may be immediately disconnected by the venue with no right of recourse or compensation for the exhibitor.

The exhibitor may order one or more electrical connection points. Connection may only be made to

the designated connection point. The exhibitor may connect their own equipment if the connection is CEE-type plugs or Schoko sockets. If current ratings greater than 63 A are involved, competent personnel designated by the venue shall carry out the connection.

The venue reserves the right to at any time inspect connected equipment. Should the equipment fail to meet the applicable safety regulations, the venue reserves the right to immediately disconnect such equipment with no right of recourse or compensation for the exhibitor.

No installations may be made to or in an energised facility.

The venue's electrical distribution system is live at the latest from the day prior to the opening of the exhibition until an hour after the closure of the exhibition on its last day but must always be treated as being live.

If an exhibitor requires electricity at other times, the exhibitor should contact the organiser in advance.

Exhibitors shall switch off their lighting at the end of the day.

In the event of damage or faults to an electrical connection or installation, the exhibitor shall immediately contact the organiser and/or venue representatives.

All electrical set up must be approved by the **Megaron** and the links to the general mains can only be made by same services. **Megaron** will not be responsible for connecting to the mains apparatus that do not correspond to the information provided, and the exhibitors must name the person responsible for the stand's electric installation project. Damage caused to the mains or to the specific point by these connections is the sole responsibility of the exhibitors. It is essential that exhibitors give the power needed in the booth.

Additional Booth fittings Electricity Booth construction Furniture Rental

To place an order online for the services mentioned above.

Proelectro

Panayiotis Evripidou Email:

pevripidou@proelectro.gr and angelina@proelectro.gr

[Order Forms](#)

[Catalogue](#)

Internet and WIFI

Complimentary Wi-Fi will be provided by the congress during official congress days at most areas. This public Wi-Fi connection is limited for basic web browsing or checking emails.

Should you have any internet-based feature/device/activity at your booth (for example: product demonstrations), we strongly recommend ordering a dedicated internet connection for your booth (wireless or wired connection) to guarantee a consistent internet connection inclusive of technical support.

Important:

- Please be advised private Wi-Fi networks installations in the booth are not allowed.
- The venue and the organizer reserve the rights to discontinue any activity which interfere with the hall Wi-Fi coverage.

For dedicated internet services (wired or wireless), please contact:

pevripidou@proelectro.gr and angelina@proelectro.gr

Catering Services

Catering is **exclusive** to **MEGARON** and should be ordered in advance. Supporters who wish to order food and beverages for their symposium, meeting/hospitality room or exhibition booth, are welcome to do so directly with:

InterCatering

Sofia Spathi

sspathi@intercatering.gr

[Catering Order Form](#)

Kindly place your order in advance.

Stand Cleaning

Cleaning services are reserved exclusively for MEGARON, which is in charge of cleaning the aisles and communal areas of the exhibition spaces. For ordering daily stand cleaning, please contact the Proelectro.

Waste Removal

Should an excess of debris be expected during the construction or breakdown of your stand, exhibitors would be required to hire a skip for removal of such.

During the build-up and breakdown days of the exhibition, the aisles of the venue/s must not be obstructed with packing, construction material or debris. Contractors building “space only” or custom built stands or interior designs are responsible for removing their own building waste and off-cuts from the site at the end of each day.

Freight Handling & Customs Clearance Agent

Merkur Expo Logistics

Project Manager

Astrid Weitmann

E-Mail: astrid.weitmann@merkur-expo.com

Mobile: + 49 (0) 151 14084524

Each exhibitor stand must be constructed on top of carpet or other fully protective flooring. The exhibitor can use their own carpet or can order via the builder.

Build-Up & Dismantling Period

During the period of build-up and dismantling, it is prohibited to consume alcoholic beverages in the working area as well as to perform work under the influence of alcohol and drugs.

The Exhibitors and contractors are required to wear the necessary personal protective equipment such as safety footwear, protective helmets, eye protection, and hand protection required by the specific work activity.

The use of cutting machines, welding machines, sanders and spray guns is strictly forbidden.

Children

No person under the age of 16 years can be admitted to the Exhibition, either during Build Up, Open Days or Breakdown. This rule also applies to Exhibitors' children and must be rigidly enforced to comply with the safety regulations of the exhibition. It is also not permitted to bring animals into the Venue.

Damage to the Building

Exhibitors are liable for all damage caused to floors, walls, and pillars during the installation, Exhibition, and dismantling periods. No adhesive stickers and fixtures of any kind are allowed on floors, walls, and pillars.

Disposal of Material

It is obligatory to collect and dispose of all material during the build-up or dismantling of the event. When the dismantling period is over, the exhibitor loses any right to claim losses or damage to property left behind. Any costs incurred by the venue in removing this property will be charged to the exhibitor.

Fire Regulations and Fire Insurance (compulsory)

- Stand material and fittings must be nonflammable or impregnated with fire retardant chemicals. As a general rule, easily inflammable synthetic substances, foam polyester, and no fireproof straw and reeds are prohibited.
- Exhibitors must be insured against fire.

Health & Safety

- It is the responsibility of the stand holder to ensure the health, safety and welfare of all employees, contractors and visitors as far as is reasonably practicable throughout the event.

- It is recommended that the stand holders appoint a supervisor for the stand, with the specific responsibility for ensuring the health & safety of their staff and stand builders. It is advisable that a Risk Assessment is completed for the stand and submitted to the organizer.

Hanging of Posters, Banners etc.

Hanging of posters, banners or decals, stickers or similar items, on the walls, floors, ceilings, or pillars within or outside the installations of the venue are **strictly forbidden**.

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Promotional Activities

- All demonstrations or instructional activities must be confined to the limits of the Exhibition stand.
- Advertising material and signs may not be distributed or displayed outside the exhibitor's stand.

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- Sound equipment must be regulated and used as headsets within the stand so that it does not disturb neighboring exhibits.
- The Exhibition Manager reserves the right to require the exhibitor to discontinue any activity, noise, or music that is deemed objectionable.
- Distribution of balloons filled with a gas that is lighter than air is not allowed.

Special Effects

Special effects lighting, live music, smoke and laser projection may not be used in the stands. No permission will be given for projection in the aisles or on the walls of the hall.

Participation by exhibitors is dependent upon compliance with all rules, regulations and conditions stated herein.

Smoking Policy

The Megaron Athens International Conference Centre operates a NO SMOKING policy in ALL halls.

Megaron regulations

Names of persons entering and circulating within the Centre for the purposes of organizing any aspect of an Event must be provided to the Centre. The Centre will provide individually named access passes, which must be in the possession of such persons whilst they are in the Centre. Access to the Centre will not be permitted without these passes for security reasons.

It is a condition of entry to all persons who require access to the loading docks that vehicles, equipment, and personal belongings, i.e., bags etc may be randomly searched by Centre Security staff upon entering and exiting the loading docks.

Upon request, all drivers of vehicles who require access to the loading docks must present their driver's license to Centre Security staff to verify their identity.

Vehicles requiring access to the loading dock must have prior agreement from the Centre and must have provided accurate vehicle registration plate number.

Any person wishing to gain access to the Conference Centre outside the scheduled hours should notify the Centre through the organiser at least twenty-four (24) hours in advance.

There is no parking available to contractors or exhibitors on the loading dock during the move in, operation and move out of an exhibition

Access into the exhibition halls and Convention Centre for buildup and / or breakdown will be via the loading dock only unless permission has been granted by Centre management. Under no circumstances should event equipment be moved in or out via front of house areas.

The Megaron Athens International Conference Centre full time security staff are responsible for allowing access from the loading dock to the halls.

Any person under 16 is prohibited from accessing exhibition areas or the loading bay ramp during designated move in & move out periods for reasons of safety.

The consumption of alcohol is strictly forbidden during designated move in & move out periods, both on the loading ramp and in designated exhibition areas.

High visibility vests or high visibility clothing must be worn at all times on the loading bay ramp.

Smoking is permitted only in certain designated areas of the Centre. Your Event Organiser will provide you with a list of such designated areas.

Thank you for your full co-operation.

Merkur Expo Logistics GmbH has been appointed the official forwarding agent and clearance agent for all Kenes congresses. Merkur offers the following services: customs clearance, delivery to the booth, freight forwarding, manpower & trolleys for un-loading / loading during build-up and dismantling, storage of empty crates, transportation to and from the Exhibition Hall.

For security, insurance, and efficiency reasons, Merkur Expo Logistics is the sole official agent to handle cargo inside the venue. Booth builders are prohibited from using trolleys during set-up and dismantling periods.

Kindly note that Merkur the official agent is the exclusive agent for move in and move out of the venue.

Exhibitors and booth builders are free to deliver their goods or to pick their goods up from outside the venue.

Those who use their own facilities up to the venue are requested to coordinate their time schedule and unloading of their cargo into the venue with Merkur.

Please inform Merkur who will be your main contact person. This person will be responsible for your stand onsite. Please make sure to get final Instructions and regulations close to congress date. Involve Merkur in your planning your timetable and needs.

Contact Details:

Merkur Expo Logistics

Astrid Weitmann

E-Mail: astrid.weitmann@merkur-expo.com

Mobile: + 49 (0) 151 14084524

To view the full ESTS 2026 Shipping Instructions, including Tariffs, Material Handling please click the relevant links:

Exhibition Goods via Advanced warehouse:

<https://2026.estsmeeting.com/wp-content/uploads/sites/12/2026/04/Label-exhibition-goods-via-Advanced-warehouse.pdf>

Tariff:

<https://2026.estsmeeting.com/wp-content/uploads/sites/12/2026/02/Official-Handling-Tariff-ESTS-2026.pdf>

Shipping Instructions:

<https://2026.estsmeeting.com/wp-content/uploads/sites/12/2026/04/ESTS-SHIPPING-INSTRUCTION S.pdf>

Order Form Warehouse:

<https://2026.estsmeeting.com/wp-content/uploads/sites/12/2026/04/Order-form-Warehouse.pdf>

Electricity* / Furniture Rental / Additional Booth Fittings / Graphics & Signage / AV Equip. / Cleaning

Proelectro

Panayiotis Evripidou Email:

pevripidou@proelectro.gr and angelina@proelectro.gr

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[Catalogue](#)

International Shipments

Merkur Expo Logistics

Astrid Weitmann

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Kenes Group Contacts:

Congress Secretariat

Kenes Group

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Exhibition Manager and Industry Symposia Coordinator

Yulia Rijinsky

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Industry Liaison & Sales

Teresa Casillas

E-mail: tseoane@kenes.com

Accommodation Manager:

Viktoria Dimova

E-mail: vdimova@kenes.com

Registration Specialist

Viktoria Georgieva

E-mail: vgeorgieva@kenes.com

We are committed to sustainability and we encourage all of our exhibitors to do the same. [CLICK HERE](#) for some practical tips and tricks that you can implement right away.

In order to allow us to learn more about exhibition booth materials, logistics, and waste management by the industry Please fill the following [form](#)