



# Rules & regulations – Raw space \*

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## 1. Building height limits

- The maximum height limit for any form of stand fitting, lighting, structures (except for banners, see below) and/or graphic towers for stands with a surface < 36sqm is 4.5m from the hall floor, including platforms.
- The maximum height limit for any other form of stand fitting, lighting, structures and/or graphic towers for stands with a surface equal to or over 36sqm is 5.5m from the hall floor, including platforms.
- A maximum building height of 4.5m is in place for rear and/or dividing walls.
- The maximum rig height limit for hanging banners is 5.5m from the hall floor to the top of your banner, including platforms (i.e. top of the banner at 6m) where possible.
- Please note that there are different height restrictions in pavilion 7.2, so **make sure to check the [floorplan for exact information](#)**;
- Stands with a raised floor over 2CM need to be provided with an accessibility ramp with the following specifications:
  - Ramp < 2.5M needs to have a gradient of 10%.
  - Ramp between 2.5M and 10M needs to have a gradient of 8%.
- Please note that raised floors of 4CM or higher, always need to have a ramp with a gradient of 33%.
- All levels, differences in level and platforms created within a stand must be accessible to people with disabilities in accordance with the conditions set out in the French Construction and Housing Code. For more information, please check [VIPARIS CISPE Fire Safety Guide](#).

*Tip: Contact your neighbouring stand(s) well in advance of the event in order to eliminate the risk of any potential onsite surprises and issues with adjoining wall heights. Please contact the organiser, [exhibitor@enlit-europe.com](mailto:exhibitor@enlit-europe.com), for contact details of your neighbouring stand(s).*

## 2. Walling restrictions

- At least 50% of each open side should remain open.
- Stands must be suitably open so as not to cause offence to neighbouring exhibitors or breach fire regulations. Any run of walling facing the gangway or an exhibitors' stand must be made of interest for the visitors and on looking stand.
- Solid walling (does not include rear walling where rear walling is part of the stand on the floorplan already) should not exceed 6m in length - walls should have natural physical breaks of at least 2m wide at every 6m. See-through glazed panels or other such features instead of a physical break are not permitted, as they form a physical barrier.
- The stands and walls must be neatly finished from all sides, also from above. Please be aware that:
  - Before getting the approval to build, it is mandatory to submit to the Health & Safety Officer of the Show a detailed plan of how all stands' sides are planned to be finished, including description of materials, measurements and others.
  - The Health & Safety Officer will also inspect all stands prior opening to ensure they're neatly completed on all sides.
- All advertising and logos must be within the specific height limits and must not be sited on the rear or dividing walls, especially where they overhang an adjoining, lower height, stand.
- All raw space exhibitors must erect rear and dividing walls on any part of the stand that does not face an open gangway. All such walls should be:
  - made of one of the following materials:
    - same material as the front of the walls
    - shell scheme material
    - wooden materials
  - dressed in white/ off-white to the rear above 2.5 m
  - carry no company advertisement.
- Please note that fabric material it is not allowed.
- Exhibitors on raw space sites must not use the rear of other stand walls without the consent of the exhibitor concerned.
- Please be aware that if none of these rules will be followed, the organiser will try to make arrangements to fix this issue where possible and this will be at exhibitor expenses.

*Tip: Contact your neighbouring stand(s) well in advance of the event in order to eliminate the risk of any potential onsite surprises and issues with adjoining walls. Please contact the organiser, [exhibitor@enlit-europe.com](mailto:exhibitor@enlit-europe.com), for contact details of your neighbouring stand(s).*

## 3. Exhibition Floor

- The exhibition floor is covered with latex fait in hall 7.2 and with epoxy resin in Hall 7.3. It is obligatory to cover it by using carpet or platforms.
- Carpet is only provided for Shell Scheme stands, Premium stands and Meeting rooms; therefore, if you have a Raw space stand you must make arrangements to cover the floor of your stand.
- Platforms and carpets are the only permitted covering of the exhibition space, which must be removed by the exhibitor at the end of the event including the removal of adhesive tape.

- Only residue free adhesive may be laid on the floor, in order to not damage the floor. The use of double-sided adhesive tape is prohibited.
- The maximum weight/floor loading for goods transportation and stationary assemblies throughout the entire exhibition floor on Pavilion 7 is:

<b>Hall 7.2.1</b>	<b>3 t/sqm</b>
<b>Hall 7.2.2</b>	<b>600 kg/sqm</b>
<b>Hall 7.3</b>	<b>600 kg/sqm</b>

These limitations only apply to still structures that remain onsite for the duration of the event. Please [click here](#) to check the floorplan of the halls.

#### 4. Doors and windows

- Emergency exit doors must open in the direction of the evacuation.
- All emergency exits must be free of obstacles at all times.
- Doors for entry and exit located on the edge of stands must not open outwards onto a gangway.

#### 5. Hanging banner / ceiling / balloons

- Hanging banners including advertising/logos to be inset by 1 meter from neighbouring stands.
- The installation of aerial structures, such as support systems for lighting and hanging banners, are permitted provided that those structures do not exceed in height 6m and must be contained within the actual stand build/design. After approval by Abraxys, rigging should always be requested via our official partner in the Exhibitor Portal under 'Manage my Stand' and 'Order'. Please make sure to read point 1 in regards to height limitations in the exhibition halls.
- Load capacity suspension points cannot support more than 80kg (80 kg/rigging point on an approximately 2 x 2.39 m grid). For exact information, please make sure to request your rigging points via VIPARIS Porte de Versailles on the Enlit Exhibitor Portal - 'Manage my stand' - 'Order'.
- The use of balloons as decoration of stands is restricted to previous consultation with the event organiser and Health & Safety Officer Abraxys. Please submit your request latest by the **13<sup>th</sup> of October 2023** to [enlit@abraxysglobal.com](mailto:enlit@abraxysglobal.com). Balloons inflated with a flammable or toxic gas is prohibited (ART. T45) and Helium containers are not allowed inside the halls.

#### 6. Materials

- All work must be carried out using non-flammable materials.
- All materials used must have a specific fire rating (French class or Euro class).
- Requirements are as follows:
  - Wall cladding M2 C-s3, d0 or M2 On the premises or in exit accesses Elements projecting outward if their surface area is greater than 20%.
  - Floor covering Dfl-s2 or M4 Floor coverings must be correctly affixed to the floor. The materials or products used to affix the covering must not alter the fire classification of the material.
  - Moveable decorative elements whose surface area is greater than 0.5m<sup>2</sup>.
  - Decorative elements in spaces with a surface area greater than 50m<sup>2</sup> M1.
  - Advertising panel or equipment M1 if room is in performance configuration.
  - Moveable decorative elements in the auditorium C-s2, d0 or M2 Includes flags, banners and any and all textiles made available to the public by the organiser.
  - Wall hangings and curtains M2 M1 M2 Prohibited across exit accesses and in any rooms with a surface area greater than 50m<sup>2</sup> in stairwells as cladding for fire doors.
  - Stage curtains or podium M1 Regardless of the surface.
  - Large furniture and primary finishings M3 Does not apply to moveable/standard furniture.
  - Raised flooring Cfl-s1 or M3 Methods are set out in Article AM17.
  - Seats M3 See technical notice dated 6 March 2006.
  - Floral decorations and Christmas trees M2 The use of Christmas trees is governed by Article AM 19.

For full explanation, please make sure to read the VIPARIS Porte de Versailles Regulations [click here](#).

#### 7. Waste Disposal

Please note that, during the assembly and disassembly stages, it is the obligation of the Exhibitor (or its representatives) to remove waste daily from the Exhibition District, disposing of it in accordance with the regulations in force. In accordance with the Technical Regulations, the Exhibitor (or its representatives) is jointly liable for the correct disposal of the waste produced. It is forbidden for the Exhibitor (or its representatives) to dump any kind of waste inside the exhibition areas, both in the assigned space and in the common areas (lanes, roads, etc.).

The ban on waste dumping and the related obligation to properly manage/dispose of the same should be understood as referring to all waste materials and materials resulting from assembly/dismantling work (packaging, materials used such as walls, false ceilings, floor coverings, etc.). Please note that waste disposal can be ordered via our official partner in the Exhibitor Portal under 'Order'.



## **8. Electrical**

It is mutually understood and agreed that the organiser shall use proper and reasonable care to have all power services installed in time for the opening of the show. Proper and reasonable care shall be taken to prevent the interruption of power services during the exhibition. However, the organiser shall not be held responsible for late installation or interruption that may occur.

Please note that it is mandatory for each stand to have its own mains connection and switch box. This means that it is not allowed to share the mains with other exhibitors in the entire island.

## **9. Personal Protective Equipment (PPE)**

At the Paris Expo Port de Versailles, full PPE including safety shoes, helmets and high visibility vest during build-up and breakdown is obligatory. Please be aware that it is not possible to rent PPE onsite; therefore, it must be arranged by stand builders and exhibitors in advance, in optimal condition to serve their purpose.

## **10. Stand Plan Approval**

All exhibitors with a raw space stand MUST provide drawings of the proposed stand for approval.

**Complex Stands - Deadline 13<sup>th</sup> of October 2023**

**Non-Complex Stands - Deadline 27<sup>th</sup> of October 2023**

## **11. Stand Inspection Fee**

Please note that there is a mandatory charge for the independent inspection of all raw space stand plans and supporting paperwork. Please complete [this form](#) and Abraxys will send you a confirmation invoice/receipt as soon as the payment has been accepted.

The Stand Plan Inspection Fee is GBP 175 excl. 20% VAT. After the 27<sup>th</sup> of October 2023 the fee will increase to GBP 300 excl. 20% VAT.

Please submit your plans using the link below and if you have any queries, please contact:

Abraxys Global Ltd  
Tel: +44 208 747 2045  
Email: [enlit@abraxysglobal.com](mailto:enlit@abraxysglobal.com)

Please upload the documents as required below

Stand Plan Upload: <https://app.smartsheet.com/b/form/bfb668ed8d5845dfbb59a17439729af3>

Please submit PDF files only – dwg plans can't be accepted.

All correspondence thereafter will be by email, which will make our response times to you much quicker.

All stands will also be checked by the venue and once they have completed this, we will issue the permission to build certificate

Additional fees may be charged by the venue for any checks for stand structures that are deemed as complex or require further onsite inspections.

The organisers cannot take responsibility for plans that are submitted after the deadline. Construction will not be allowed to commence if plans have not been approved. You will need approval from Abraxys for the stand design and all stand furnishings shall comply with the VIPARIS Porte de Versailles Regulations [click here](#). If you have any questions, please don't hesitate to contact us.

Site inspections will occur, please bring all relevant certificates of materials being used as you should be able to show these if requested by the venue or organiser. The site inspection will be guided by Abraxys and the Safety Manager appointed by the organiser who might request the viewing of the above-mentioned documentation and certificates.

## **12. Complex / non-complex stands**

Complex Stand



It is imperative that exhibitors submit their proposed stand design no later than **13<sup>th</sup> October 2023** to allow time for checking and any alterations necessary prior to the venue management cut-off date. Responsibility lies ultimately with the exhibitor to comply with these regulations and ensure the safety of their stand.

Complex Stands comprehend any construction that demands the development with a competent professional on its design, calculation and needs a solidity certification or an assessment of significant risks.

Your stand is a Complex Stand if it is any of the following:

- Is a double decker stand;
- Platforms and stages over 0.6m in height;
- Features temporary tiered seating
- Features stairs or staircases;
- Has a Viewing / Service platform above 0,6m

A certificate will be required from the venue control office for these structures and additional fees will be charged to the exhibitor via VIPARIS Porte de Versailles.

Required documentation:

To approve stand designs, the following files are required in each booth folder:

- 2D plans including all the measurements and elevations details;
- 3D views showing a general layout of the stand including furniture;
- Fire certificate for each material used in the booth construction.

#### Non-Complex Stands

Non-Complex stands (all other raw space stands) plans must be submitted before **27<sup>th</sup> of October 2023**.

Plans must be checked before approval to build can be granted. It is important exhibitors submit stand plans for approval by the deadline to allow for any amendments.

### 13. Stand Plan Submission Rules

- Plans must be in English;
- Plans must state the exhibiting company's name and stand number;
- Plans must be to scale (no less than 1:50). Dimensions should be in mm;
- Must include a [Risk Assessment](#);
- Must include a [Method Statement](#);
- Include a layout plan of the stand showing positioning and description of exhibits;
- Ensure access is left to columns where necessary. Such information should be included on plans where relevant;
- Include a description of construction materials used including certification of flame proofing where required; as above
- Details of any rigging including the type of structure to be installed – these must also be sent to the venue rigging/technical department when ordering and they will check this prior to installation and onsite before any rigging is raised into position.

Please note: Full dimensional drawings, showing all proposed constructional details, must be submitted and approved by organisers before any work is started. The design of each stand must be such that it can be erected and dismantled within the time available.

### 14. Health & Safety

Apart from submitting your technical drawing, we as well request the following documents: Risk Assessment + Health Safety compliance form and a Method Statement. If required, please, all these forms can be founded on [Exhibitor Portal](#) under the menu Manage My Stand – Health & Safety.

### VIPARIS Porte de Versailles Regulations

Please make sure to read the specific regulations of the venue, VIPARIS Porte de Versailles, please [click here](#).

**\*Please note that all these rules are subject to change**