

Exhibition venue

Aarhus Congress Center. Margrethepladsen 1. 8000 Aarhus C.

<https://www.aarhuscongresscenter.dk/?lang=en>

Delivery of goods & cargo for AAL Forum Exhibition

If you bring it or have your product and other things for the AAL Exhibition delivered, the easiest way to get into the exhibition area is to enter through the side entrance next to the exhibition halls. The delivery address is ***Eckersbergsgade 13. 8000 Aarhus C.***

If you need to send products in advance, please use this information on all packages: Radisson Blu Scandinavia Hotel Vareindleveringen. Skovgaardsgade. 8000 Aarhus C. Please mark all packages with Booth number (you will receive this info 2 weeks before the AAL Forum starts), Company, Contact person. Products can be delivered no earlier than Wednesday, September 18th. Radisson Blu will deliver the product in the Exhibition Area on Monday the September 23rd no later than 14.00.

Registration

You must register and collect your nametag and keyhanger so that conference staff can identify you as an exhibitor. You register at the desk in the arcade right next to the exhibition area, and it will be open Monday 23rd from 14.00 until 21.00.

Time for setting up your exhibition booth

Monday 23rd September from 14.00 until 23.00. After 21.00 only Congress Center staff will be present in the area, no AAL Forum Exhibition organizers. After 23.00 the Scandinavian Center will be closed and there will be security guards in the area.

Wi-Fi and internet access

You will have access to a protected wi-fi network reserved for exhibitors. When you register, you will get a code to access the network. [SSID: AAL Forum Exhibition 2019 - Password: Pass2019]

The exhibition booth

Includes 2 persons and full catering (coffee, lunch and Official Dinner on Wednesday). Extra participants at the Official Dinner can be purchased when you have received the confirmation that you are accepted as an exhibitor.

- 2x2 m without walls (but with a back wall).
- Power 220V, at least 2 sockets.
- 1 tall café table with 1 white tablecloth.
- 2 tall café chairs.

There should always be personnel at the exhibition stand during the opening hours (Tuesday 24th 9.00-18.00 and Wednesday 25th 9.00-18.00).

Extra equipment

If you need any kind of extra equipment for your exhibition stand you can contact Aarhus Congress Center, and they will set you in contact with their technical service provider. You must contact them for information about the price you have to pay and types of equipment that can be ordered.

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Contact Rikke Ross, Aarhus Congress Center, rikke.ross@radissonblu.com or +45 89 36 20 44.

List of exhibitors

You can see the List of exhibitors at the AAL Forum Exhibition website:

<https://careware.dk/aal-forum-exhibition/list-of-exhibitors/>

From each exhibitor there is a link to the product(s) that will be exhibited.

Distribution of exhibition booths

The exhibition booths are distributed in three groups: a) The Entrance Hall of the AAL Forum Plenary Hall (20 exhibitors), b) The Balcony above the Entrance Hall (20-28 exhibitors), and c) The Passage Hall between the Entrance Hall and the Plenary Hall (16-20 exhibitors).

The organizers will assign an exhibition space to you based on expressed wishes and the distribution of exhibitors according to Categories for the Guided Tours. The final distribution will be ready 2 weeks before the AAL Forum, and there will be a map showing where your booth is.

Guided Tours

A Guided Tour is a small group of participants (10-12) with a guide and a schedule. The guide knows the order of the visits to the products in the category and keeps track of the time. Each exhibitor has a fixed time (5-6 minutes) to present his product, and then there is a fixed time for questions, comments and answers (5-6 minutes). When the time is up, the guide ensures that the whole group moves on to the next exhibitor. Within the time slot of 1½ hours, the group will get acquainted with 6-8 technologies. (See <https://www.aalforum.eu/guided-tours/>)

Categories. The Forum participants can elect the following Guided Tours:

- **Training.** Technologies that can help you stay fit or get in shape, physically as well as cognitively. Focus is on technologies that will empower the end users to master their own lives; that will make it easier for staff and relatives to supervise and help; that will help service providers support the needs of the end users.
- **Safety and Security.** Technologies that can detect if a person has fallen; that help you avoid falling; that help you to locate a person who has gone missing; that allow you to call for assistance if you are in need of help or that help you to feel safe and calm.
- **Active Daily Living, Work and Communication.** Technologies that will make it easier for you to lead an independent life; that will help you in your work or that can be used for communication with friends and relatives.
- **Health Care.** Technologies that are aimed at health care professionals and will help them in their work when supervising patients or helping people in their own homes.
- **R&D and Education.** Research programs or educations that are aimed at innovation and cross-sectorial collaboration or information about AAL and end users and their needs.

On Tuesday 24th, there are guided tours between 9 and 10.30, between 11 and 12.30, between 14.25 and 15.20, between 15.30 and 16.10, and between 16.00 and 17.30. You will get visits from Forum participants in general during breaks (10.30-11.00, 12.30-14 and 15.30-16.00)

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On Wednesday 25th, there are guided tours between 9 and 10.30, between 11 and 12.30, and between 14 and 15.30. You will get visits from Forum participants in general during breaks (10.30-11.00, 12.30-14 and 15.30-16.00). On the last the Exhibition will be open for the general public from 15.00 to 18.00.

Guided tours for the AAL Forum participants

Tuesday 9.00-10.30 (1-5 groups)
Tuesday 11.00-12.30 (1-5 groups)
Tuesday 16.00-17.30 (1-5 groups)
Wednesday 9.00-10.30 (1-5 groups)
Wednesday 14.00-15.30 (1-5 groups)

Other Guided tours

Tuesday 14.25-15.20 (1-3 groups) Rehabilitationsforum DK participants
Tuesday 15.30-16.10 (1-3 groups) Rehabilitationsforum DK participants
Wednesday 9.00-10.30 (1-2 groups) Aarhus Municipality VIP group 1+3
Wednesday 11.00-12.30 (1-2 groups) Aarhus Municipality VIP group 2
Wednesday 11.00-12.30 (1 group) Catalonia Group

Public access to AAL Forum Exhibition

Wednesday 15.00-18.00

See the timetable below for an overview.

Exhibition dismantling

The exhibition is open until 18.00 on the last day and the Official Dinner starts at 20.00. Your exhibition booth must be dismantled from 18.00 to 20.00.

Exhibitor participation in Forum Workshops and Plenaries

The exhibition personnel may take part in the AAL Forum program. But there are some limitations: 1) there has to be personnel manning the booth in the Exhibition opening hours, 2) there have to be free seats available in the room where the workshop takes place (the Forum participants have priority, and the Forum staff will ensure that there are no problems), and 3) if your company/organization brings more than 2 persons to the AAL Forum, you have to pay separately for the extra person(s) if they need catering.

Participation in Forum Social Events

The exhibition personnel can take part in any of the social events, provided you pay for any participant that exceeds the allotted 2 persons from each company/organization. You must also let the organizers know if you intend to participate in the AAL Forum Official Dinner.

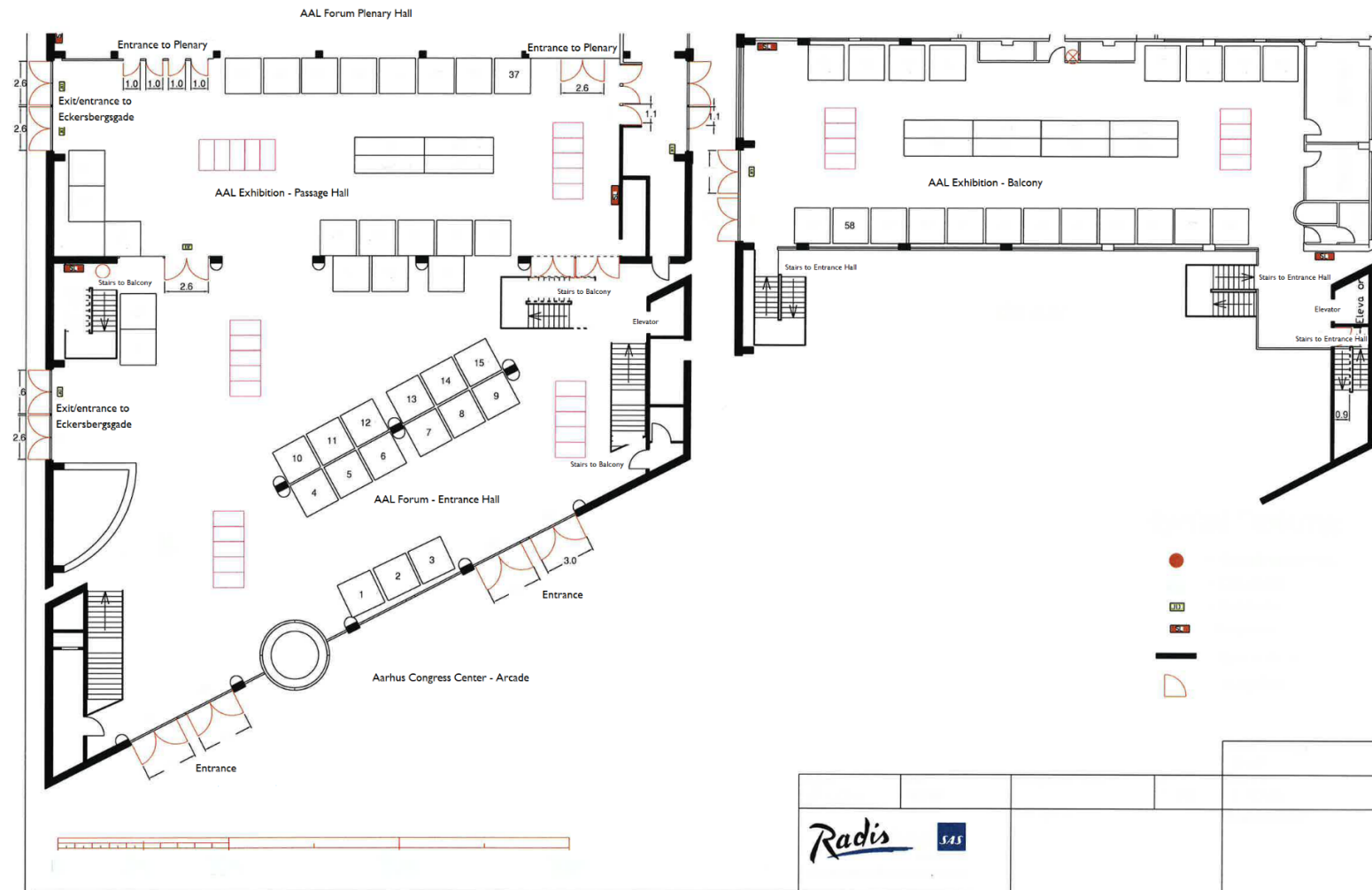
Contact AAL Forum Exhibition Organizers

- Birgitte Halle (AAL Forum Organization Executive) bhal@aarhus.dk - +45 51 57 60 30
- Kirsten Rud Bentholt (AAL Forum Exhibition Organizer) kirub@aarhus.dk - +45 78 41 44 84
- Søren Aalykke (AAL Forum Exhibition Webmaster & Organizer) sola@aarhus.dk - +45 60 21 84 76
- Rikke Ross (Aarhus Congress Center) rikke.ross@radissonblu.com +45 89 36 20 14

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AAL Forum Exhibition Map (final location of exhibitors still undecided) To the left the Ground floor (entrance), to the right Balcony level.



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AAL Forum Exhibition Timetable

Monday 23rd September	Tuesday 24th September	Wednesday 25th September
	Exhibition hours 9.00-18.00	Exhibition hours 9.00-18.00
	Guided tours 9.00-10.30 (AAL)	Guided tours 9.00-10.30 (AAL)
		Guided tour 9.00-10.30 (Aarhus VIP 1+3)
	Coffee and refreshments 10.30-11.00	Coffee and refreshments 10.30-11.00
	Guided tours 11.00-12.30 (AAL)	Guided tour 11.00-12.30 (Aarhus VIP 2)
		Guided tour 11.00-12.30 (Catalonia Group)
	Lunch break 12.30-14.00	Lunch break 12.30-14.00
Registration of exhibitors 14.00-21.00	(Plenary Session 14.00-15.30)	Guided tours 14.00-15.30 (AAL)
Exhibition building 14.00-23.00	Guided tours 14.25-15.20 (Rehabilitation Forum DK)	Open for public attendance 15.00-18.00
	Coffee and refreshments 15.30-16.00	Coffee and refreshments 15.30-16.00
	Guided tours 15.30-16.10 (Rehabilitation Forum DK)	Open for public attendance 15.00-18.00
	Guided tours 16.00-17.30 (AAL)	
Opening Ceremony - Town Hall 18.00-19.45		Exhibition dismantling 18.00-20.00
		Forum closing 19.00-19.45
Get together Cocktail - Town Hall 19.45-22.00		Official Dinner and Party 20.00-24.00

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