



41st Congress of the Société Internationale d'Urologie

Dubai International Convention
and Exhibition Centre

November 10-14, 2021

In Conjunction with
10th Emirates International

UROLOGICAL
Conference



20 Exhibitor 21 Manual



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SECTION

1

IMPORTANT DEADLINES

September

Thursday, September 30 Last day to submit Combined Invoice & Packing List (CIPL)
for Sea Freight shipments

Thursday, September 30 Hotel Accommodations

October

Friday, October 1 SIU Partner Activity Guide and App Exhibitor Listing
Information Submitted

Friday, October 8 Exhibit Stand Plan submitted to SIU (if building your own booth)

Friday, October 8 Exhibit Registration

Wednesday, October 13 Early Bird Deadline for placing catering orders with DWTC

Friday, October 15 Submit Combined Invoice & Packing List (CIPL) for Air Freight
Services

Friday, October 15 Last day LCL freight accepted at Dubai Seaport (Jebel Ali)

Friday, October 15 Last day FCL freight accepted at Dubai Seaport (Jebel Ali)

Thursday, October 18 Furniture, graphic printing, lighting, and Equipment order
form submitted

Thursday, October 18 Early Bird Deadline for Utility Services submitted to DWTC

Thursday, October 18 Early Bird Deadline for placing cleaning orders with DWTC

Wednesday, October 20 Last day freight accepted at Dubai INT'L AIRPORT

Thursday, October 26 Submit Exhibitor Turnkey Show Ready Booth Graphics
to official decorator

Thursday, October 26 Last day for Utility Services submitted to DWTC

November

Monday, November 8 Last day for placing catering orders with DWTC

Monday, November 8 Last day for placing cleaning orders with DWTC

SECTION 2

CONTACT INFORMATION

Société Internationale d'Urologie Central Office
1155 Boulevard Robert-Bourassa, Suite 1012
Montreal, Quebec H3B 3A7, Canada
Tel: +1 514 875 5665 Fax: +1 514 875 0205
www.siu-urology.org

Exhibitor contact
Linda Drisdell
Tel: +1-514-768-8379
drisdell.linda@siu-urology.org

Sponsorship contact
Lillian Petrusa
Tel: +1 514 875 5665 ext. 21
lillian.petrusa@siu-urology.org

VENUE

*Dubai World Trade Centre
(DWTC)*

Exhibit location
Sheikh Rashid Hall
Dubai World Trade Centre (DWTC)
PO Box 9292, Dubai
United Arab Emirates
Tel: 800DWTC (3982)/+97143893999
<http://www.dwtc.com>

CATERING/INTERNET

DWTC

CATERING

Dubai World Trade Centre (DWTC) is the exclusive supplier of food and beverage to all exhibitors at the Venue.

For advance orders, please reach out to 24/7 Contact Centre:
Online portal: <https://www.eventplus.ae/home>

or through the following:

Call: UAE Toll-free: 800DWTC (3982)

Global Helpline: +971 4 389 3999

Live Chat: www.eventplus.ae

Email: support@eventplus.ae

DECORATOR

GES

BOOTH RENTAL, ELECTRICS, FURNITURE, STAND EXTRAS, CARPETING

For inquiries contact:

Fiona Blanco

Email: UAECustomerService@ges.com

Phone: +971 4 885 5448

Online ordering:

<https://ordering.ges.com/000703453/OrderGESServices>

Order GES Services



Electrical



Flooring



Furniture



Stand Extras



Audio Visual



Graphics

OFFICIAL FREIGHT

FORWARDER

*North American Logistics
Services (NALSI)*

FREIGHT FORWARDING

Address:

205 Avenue Viger O #208, Montréal, QC H2Z 1Z2

For inquiries contact:

Fernando Vera: fvera@nalsi.com

Andres Valdes: avaldes@nalsi.com

Tel: +1 (514) 868-6650

Toll Free (Canada/USA): +1 (877) 332-8987

Fax: +1 (514) 868-6651

www.nalsi.com

LOCAL CUSTOMS

BROKER

GES

**FREIGHT FORWARDING, SHIPPING & HANDLING,
CUSTOMS CLEARANCE, DRAYAGE,
WAREHOUSING & HANDLING**

Address:

Plot 597 / Street 3, Dubai Investment Part 2

P.O. Box 282786, Dubai, United Arab Emirates

TEL : 971 (0) 488 59336

For inquiries contact:

Bakkiaraj Ramanathan

Tel: +971 52 289 0534

bramanathan@ges.com

AUDIO-VISUAL SERVICES

3DB Entertainment

AUDIO-VISUAL EQUIPMENT AND SERVICES

For inquiries contact

Matt Dale: matt@3db-dxb.com

SECTION 3

SIU 2021 EXHIBIT INFORMATION

RULES AND REGULATIONS

Hereafter, the 41st Congress of the Société Internationale d'Urologie will be referred to as SIU 2021; detailed information on the 41st Congress of the Société Internationale d'Urologie is available on the SIU website.

www.siu-urology.org

ADMISSION TO THE SIU 2021 EXHIBIT

The SIU 2021 Exhibit Office reserves the right to refuse admission to the exhibit to any visitor, exhibitor or employee of an exhibitor who, in their opinion, is disagreeable or likely to disrupt the smooth functioning of the event.

N.B. Children less than 15 years of age are not permitted in the Exhibit Hall during move-in or move-out.

ADVANCE WAREHOUSING & HANDLING

GES has been appointed as the official advance warehousing and handling provider for SIU 2021. They will receive and store your shipments prior to the show and deliver them to your booth at the DWTC.

- See Section 2 – Contact Information

AISLES

Must remain free from obstruction and will be one directional, unless exceeding a 4 m width. Exhibits must be displayed in such a way as not to obstruct the view of neighboring stands and must remain within the confines of the contracted stand area. The use of monitors or monitor walls at the booth is permitted as long as the distance to the aisles is at least one meter. See the [exhibit floorplan](#) for complete aisle dimensions and directional arrows.

Should any item or structure be placed outside the designated area of an exhibitor's booth into the aisle space, the SIU 2021 Exhibit Office and the DWTC reserve the right to request the removal thereof or remove said item without any liability for loss or damage.

ALLOCATION OF SPACE

SIU reserves the right to alter or change the space assigned to the Exhibitor for the overall benefit of the exhibit.

ANCILLARY MEETINGS

The SIU does not allow any activities to be hosted outside its Congress. Educational events cannot be held 48 hours prior to, or 48 hours following the official Congress dates, unless the event is arranged through the SIU and/or approval has been granted by the SIU Congress Office.

AUDIO-VISUAL

3DB Entertainment is fully equipped to handle your AV needs. Please fill in the form or Matt Dale directly for a customized quote.

- See Section 2 – Contact Information

BOOTH HEIGHT

Stands must respect a general height of 2.5 metres. Stands that exceed 2.5 metres in height or that include the construction of a second story must be submitted to the DWTC Technical Department for approval. Please send duly marked blueprints, vertical projections, and sectional drawings to drisdell.linda@siu-urology.org by October 8th.

The usable area of a second story and any decoration elements that measure over 2.5 metres in height must stand back from the perimeter of the stands at least 1.5 metres.

Please refer to the Line-of-Sight specifications in this document for further details.

BOOTH PACKAGE

The exhibit space rental is for bare space: there are no prefabricated walls, installations, furniture, electricity, carpeting or furnishings, or any other technical supplies or facilities included in the rental fee. You must either order one of the turn-key show ready booth packages from SIU or a custom-built booth from the official decorator GES

- See Section 2 – Contact Information

BOOTH STAFFING/HOSTESSES

For inquiries contact:

MCI MIDDLE EAST LLC

Polly Mendoza

Polly.Mendoza@mci-group.com

+971 (4) 31 16 300

per 4 m², temperature checks, hand sanitizing, time limited access to the holding area, requirement of pre-fabricated stands final assembly only on site, assurance that all stand materials are kept off the aisle carpets and absolutely no access after 10 pm on November 10.

BUILDING YOUR OWN BOOTH

Any booth built by an exhibitor or rented from a firm other than GES, the official decorator, must be approved by the SIU 2021 Exhibit Office. Please submit your drawings to drisdell.linda@siu-urolgy.org by September 24. Please note that pipe & drape-type booths are not permitted at the SIU Congress.

We highly recommend the show ready turnkey option or custom build via GES for the ease of exhibitors. Independent contractors and exhibitors must prepare their stand materials several days in advance, deep clean/sanitise everything before it is shipped and again upon arrival before entering the venue.

Additional contractor guidelines will be detailed on our website and include but are not limited to items such as DWTC Contractor badges, PPE requirements, restrictions on the number of contractors on the stand at the same time / social distancing of 1 person

- Rigging is only possible in specific areas, please refer to the rigging section of this manual for further information.
- Water supply & drainage is not available.
- Compressed air is not available.

BUSINESS CENTRE

DESCO PRINTING

Dubai World Trade Centre (DWTC)

8 AM to 8 PM (excluding Friday)

Tel.: +971 4 223 4277

Online: www.descoonline.com

CARE OF RENTED SPACE

Exhibitors must make sure that the space rented for their booth remains in good condition. Exhibitors will be liable for any damage they may cause to floors, walls, columns, shell scheme equipment, or to any exhibitor's property. Exhibitors are also responsible for any damage caused by their agents or contractors.

It is forbidden to apply paint, lacquer, adhesives, or coating to the walls, columns and/or shell scheme, or to drill holes into the shell scheme, DWTC floor, walls and columns.

The SIU 2021 Exhibit Office will inspect the leased areas with a representative of the DWTC following move-in and move-out; damages will be charged directly to the Exhibitor.

CARPETING

Exhibitors who have reserved a shell scheme booth with the official decorator, GES, will receive carpet in their booth upon request. Exhibitors who have reserved booth rental space only must provide their own carpet or order carpet through the official stand builder GES.

CATERING

DWTC is the exclusive supplier of food and beverage to all exhibitors at the Venue. As per DWTC's policy and Dubai Municipality's Hygiene and Food Safety regulations, it is not allowed to bring any food or beverages from external sources into the premises during build-up, event days and tear-down.

DWTC can prepare custom-made menus to accommodate your special requirements. All our food is strictly halal and does not contain any pork products or licenced beverages.

For orders, please reach out to DWTC 24/7 Contact Centre on:

Online: www.eventplus.ae

Call: UAE Toll-free: 800DWTC (3982)

Global Helpline: +971 4 389 3999

Email: support@eventplus.ae.

Exhibitors are welcome to use DWTC's in-hall cafés and trolley services inside the exhibition halls.

Service and Display of Licenced Beverages

As per the local regulations any kind of licenced beverages service during an exhibition is not allowed on stands or on the exhibition floor.

CLEANING

Pre-opening and nightly cleaning will be performed at 10 pm, in line with the COVID-19 guidelines. Nightly cleaning includes fumigation of the stand, vacuuming or wet mopping, emptying of bins, dusting of counter tops and furniture, glass, walls, and partition cleaning (except clear acrylic partitions).

Cleaning – Exhibitors will be responsible for sanitization of all their booth surfaces between each use throughout the day and providing hand sanitizers / hygiene kits within the exhibition stands. Tables and chairs must be sanitized between every meeting. All materials must be safely disposed of, including special receptacles for used PPE.

Additional Cleaning for exhibitor stands must be ordered directly from Event Plus. Orders for products and services (including sanitizers / hygiene kits) provided by Event Plus can be found on:

Online: www.eventplus.ae

Call: UAE Toll-free: 800DWTC (3982)

Global Helpline: +971 4 389 3999

Live Chat: www.eventplus.ae

Email: support@eventplus.ae

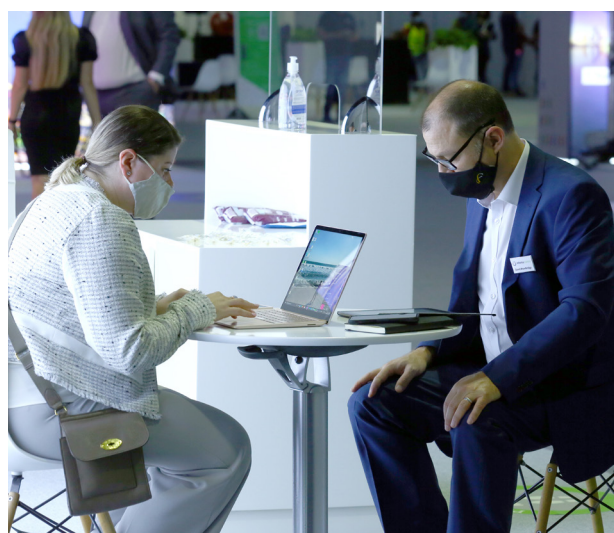
COMPLIANCE

Ethical MedTech

The 41ST Congress of the Société Internationale d'Urologie is compliant with the provisions of the MedTech Europe Code of Ethical Business Practice. For more information, please click [HERE](#)

CONDITIONS OF PARTICIPATION

The Exhibitor agrees to comply with and accept the terms and conditions on the exhibitor contract and the exhibitor manual issued by the SIU 2021 Exhibit Office, and such other rules and regulations or operating procedures as the Office may reasonably require for the orderly construction of the exhibition from move-in to move-out.



SIU 2021 COVID-19 Exhibitor Safety Practices

The health and safety of SIU 2021 attendees, faculty, partners, and staff remains the top priority for the SIU. The most up-to-date guidelines and recommendations will be observed and always maintained. The following information is for exhibitors, additional covid safety guidelines for individual attendees can be found [here](#)



The congress venue, *Dubai International Convention & Exhibition Centre (DICEC)*, is certified with the prestigious Bureau Veritas SafeGuard Label attests to compliance with the highest hygiene standards. Combined with DICEC's own 'Venue Safe' standards to ensure strict adherence to all safety & hygiene measures.



Symptoms – Self-monitor and report if you experience any symptoms or exposure. Isolation/quarantine rooms have been designated at the venue.



PPE – Masks (and gloves, if required) are necessary for all exhibitors.



Hygiene – Practice safe hand hygiene, sanitizer is provided throughout the venue. Exhibitors are required to provide hygiene kits at their booth for their own teams.



Capacity & Signage – The permitted stand capacity should correspond to 1 person per 4m² gross and should be indicated on a clear signage with 'Number of People Allowed' on each exhibition stand (min 50cm by 30cm). Social Distancing – Keep your distance, max 4 people per 16 m², exhibits must include social distancing floor stickers.



Aisles – Must remain free from obstruction and will be one directional, unless exceeding a 4 m width.



Booth Build – We highly recommend the show ready turnkey option for the ease of exhibitors. Exhibitors and contractors must prepare their stand materials several days in advance, deep clean/sanitize everything before it is shipped and again upon arrival. Additional contractor guidelines will be detailed in the exhibit manual.



Cleaning – Exhibitors will be responsible for sanitisation of all their booth surfaces between each use throughout the day. Tables and chairs must be sanitised between every meeting.



Catering – DICEC is the exclusive catering provider for the exhibits and will ensure that social distancing is maintained. All items must be individually packaged.



Giveaways – Exhibition stand giveaways are allowed only if individually sanitised and poly-bagged. Brochures are recommended to be provided digitally through QR codes.



Waste – All materials must be safely disposed of, including special receptacles for used PPE.

We continue to closely monitor the COVID-19 situation and will be constantly updating our safety standards based on the latest guidelines issued by the local authorities. Check back for updates.

CURRENCY AND BANKING

The official currency in Dubai is the UAE Dirham. Banks are located on Concourse 1 on 2.

DELIVERIES, HANDLING AND CUSTOMS CLEARANCE

NALSI is the Official Freight Forwarder and GES has been appointed as the Official Local Handler and customs broker.

- See Section 2 – Contact Information

Shipments:

Deliveries must not be made or sent to the DWTC as they will be turned away. Neither the venue, nor freight forwarder, nor the SIU 2021 Exhibit Office can accept consignments forwarded by courier services. If such services are used, a representative of the exhibitor must be available to accept and sign for them. We strongly recommend that shipping be done through the official suppliers appointed by the SIU; NALSI and GES for local handling.

Advance / pre-show shipments:

Please complete SHIPPING forms or contact NALSI & GES for additional instructions on shipping to the advance warehouse. Storage and transport charges from advance warehouse to DWTC site fees will apply.

Freight deadlines:

Friday, October 15 LCL freight must arrive at Dubai Seaport

Friday, October 15 FCL freight must arrive at Dubai Seaport by

Wednesday, October 20 Air freight must arrive at Dubai Airport

- See Section 1 – Important Deadlines for shipping deadlines to warehouse

DELIVERY INFORMATION LOADING DOCK / CARGO

The DWTC loading dock is accessible via scheduled appointment.

DISABLED PERSONS

All exhibit stands must be made easily accessible to wheelchairs.

DWTC is committed to supporting People of Determination and ensuring the venue is accessible. For any information or to find the nearest accessible entrance for the event you are attending, please download our Accessibility Map or contact our Customer Care team on our:

- Toll Free Number 800DWTC (3982)
- Twitter @DWTC CARE
- Email: care@dwtc.com

Wheelchairs:

Wheelchairs are available free of charge from three of our Information Desks, located at the Convention Gate, the Exhibition Gate and Hall 1, as well as from the Emergency Medical Services station located next to Hall 5. Please note however, that we are unable to offer pre-booking. A form of ID (such as a driving license or Emirates ID) will be required upon collection. Please feel free to contact the Customer Care team for any queries about our wheelchair service.

All public entrances allow for access by wheelchair via low gradient ramps and an automatic door. Once inside the venue, all floors are leveled, offering unobstructed access. All our information desk counters are accessible to wheelchair users. Washrooms are accessible. Designated seating is also available throughout the venue. The DWTC Customer Care team have completed the People of Determination awareness training to provide practical guidance to those with intellectual disabilities, limited mobility, and speech, hearing or visual impairments.

ELECTRICAL SERVICES

GES is the exclusive electrical services provider. Standard electrical voltage is 220 V and the standard frequency is 60 Hz.

- See Section 2 – Contact Information

EMBARGO POLICY

This embargo policy applies to all abstracts that have been accepted for the 41ST Congress of the Société Internationale d'Urologie. Abstracts presented at the meeting, and published as ePosters on SIU Academy, the eLearning platform of the Société Internationale d'Urologie, and the ***Société Internationale d'Urologie Journal*** are embargoed until November 10, 2021. Abstracts should not have been published as manuscripts elsewhere.

Embargoed material is restricted to all public fora, including Internet, print, television, and radio until the official start of the Meeting.

EMERGENCY PROCEDURES AND EVACUATION PLAN

The EMS station is located in the main concourse (Concourse 2) between Exhibition Halls 4 and 5. If you have no telephone, you can speak to the nearest member of the DWTC security staff who will assist you.

The EMS team is available from 08:00 to 22:00 during build-up and tear-down. During event days, this service is operational from 1 hour prior to the start of the event until 1 hour after the event closure.

For the Emergency Evacuation map click [HERE](#).

For the Congress and Venue's full Emergency Procedures and Evacuation Plan, please contact: [Gerri-Lynn Sendyk](#)
gsendyk@siu-urology.org

EXHIBIT AND SYMPOSIA ORGANIZERS BADGE ENTITLEMENT

Each exhibiting organization is entitled to:

- Three (3) full exhibitor registrations to access the scientific sessions, exhibit hall, sponsored symposia, and opening ceremony (not transferable to a physician that is not a full-time employee with the exhibiting company) per 16 m².

Additional exhibit badges above the company allowance will be subject to a €150 per badge service charge. ***Pre-Registration prior to arrival at the DWTC is required due to COVID guidelines.***

Symposia Organizers:

Symposia organizers will be given an exhibitor badge free of charge; please contact Lillian Petrusa at lillian.petrusa@siu-urology.org

EXHIBIT REGISTRATION AND BADGE PICK-UP

Exhibit registration will be available online. Details on how to register will be sent to each exhibitor separately. All exhibit personnel attending in person must be pre-registered. Exhibitor badges may be picked up at the SIU main registration area at the DWTC throughout the official registration hours.

[Wednesday, November 10 08:00–17:30](#)

[Thursday, November 11 08:00–17:30](#)

[Friday, November 12 08:00–17:30](#)

[Saturday, November 13 08:00–16:00](#)

It is forbidden to pick up an exhibitor badge for any other person, unless prearranged. A company business card is required at the time of pick up. Should you like to arrange for group pick up, please e-mail congress@siu-urology.org



EXHIBIT HOURS

Exhibitor booth installation times are scheduled for **Wednesday, November 10** and **Thursday, November 11**. Installation of all exhibits, except hand carry in only, must be completed by **Wednesday, November 10 by 10:00 pm** for inspection by the Exhibit Manager.

Move-in hours:

Wednesday, November 10 (regular move-in)

08:00–22:00

Thursday, November 11 (hand carry-in only)

08:00–12:00*

** Light installing within booth area only - hand carried material only, trolley not permitted.*

In order to clean the aisles and set up for the opening reception, all crates and boxes must be removed, and the aisles must be cleared by 10:00 pm on Wednesday, November 10 to allow for COVID-19 cleaning requirements. Please have all cartons unpacked rapidly so they may be brought to storage to keep aisles clear.

All exhibits must be fully in place by 12:00 on Thursday, November 11.

If the booth space is not occupied by this time, the SIU Exhibit Office reserves the right to use such space as it deems appropriate. No refund will be made.

The entrance of the DWTC exhibit area, while the move-in or move-out is taking place, will be controlled by security agents.

EXHIBIT HALL HOURS

Thursday, November 11 - 1400–1700

Exhibit Opening and
Networking Event

Friday, November 12 - 1000–1630

Coffee Break 1045–1115

Networking Lunch 1245–1415

Coffee Break 1545–1615

Saturday, November 13 - 1000–1630

Coffee Break 1045–1115

Networking Lunch 1245–1415

Coffee Break 1545–1615

**Exhibit Hours are subject to change.*

Exhibitors will be allowed in the exhibit hall 60 minutes prior to opening and may also leave up to 30 minutes after closing. Please check with the SIU Exhibit Office if additional time is required.

Dismantle Date:**SATURDAY, November 13 16:30–22:00**

A targeted move-out schedule for SIU2021 will be developed and distributed to exhibitors. Dismantling and packing of exhibits will not be permitted before 16:30 on Saturday, November 13. Failure to comply with this regulation may result in the forfeiture of priority selection of exhibit space in future.

It is the exhibitor's responsibility to arrange for exhibit material shipment, installation and return shipment. All display material to be shipped must be cleared from the exhibit hall by 22:00 on Saturday, November 13. Should an exhibitor fail to remove his exhibit, the SIU Exhibit Office reserves the right to remove such exhibit at the exhibitor's expense.

EXHIBIT LISTING

All SIU 2021 exhibiting companies are entitled to a listing in the Partner Activity Guide, on the event app and in the virtual exhibitor listing. In order to be included in the SIU 2021 exhibitor directories, please provide a 150-word description of your product(s) or service(s), company full color logo, representative name, rep. contact information, and company website.

The purpose of this listing is for exhibitors to provide delegates with additional information on their organization.

The information must be provided by **October 1**. Late submissions will not be accepted due to print deadlines. An example of an exhibit listing can be found [here](#); please contact: [Linda Drisdell at drisdell.linda@siu-urology.org](mailto:Linda.Drisdell@siu-urology.org)

EXHIBITOR BADGE RULES

Exhibitor badges must be worn throughout the duration of the Congress. It is prohibited to replace a meeting badge with a business card or any other unofficial badge. It is permitted to surrender an exhibitor badge for replacement due to a correction or a change in personnel. Exhibitor badges will allow full access to the congress (Scientific Sessions, Exhibit Hall, Sponsored Symposia, Opening Ceremonies). Exhibitors will be allowed in the Exhibit Hall 60 minutes before and 30 minutes after the official exhibit hours. Please check with the SIU Exhibit Office if additional time is required.

All exhibits must be open and staffed during official opening hours.

FAILURE TO HOLD SIU 2021 EXHIBIT

Should any unforeseen event prevent the SIU 2021 from holding the exhibit trade show, the SIU Exhibit Office may retain part of the exhibitor's rental fee to compensate for expenses incurred up to the time of such contingency, as stipulated in the application form.

FIRST AID

Anyone requiring first aid should report immediately to the DWTC Security or to the SIU Exhibit Office. If you cannot see or find a security person at the time of an emergency or injury, dial Emergency +971 4 306 4040

FLOOR LOADING

The floor loading maximum weight in the exhibit hall is 200 kg /m².

FLOORPLAN

The floorplan, which shows the actual booth locations in the exhibit area, can be found on the [SIU website](#). The SIU Exhibit Office may modify general layout and booth allocations for the overall benefit of the exhibition.

FLORIST

For inquiries, please contact GES.

- See Section 2 – Contact Information

GENERAL LIGHTING

General lighting is evenly distributed throughout the hall.

GRAPHIC HOUSE, LOCAL PRINT SHOP

For inquiries, please contact GES.

- See Section 2 - Contact Information

HAND OUTS / COLLATERAL

Event giveaways are permitted only if individually wrapped. Brochures are recommended to be provided digitally through QR codes. If physically handed out these should be individually wrapped and sanitised beforehand. Touch screen product displays need to be sanitised after each use.

It is recommended that an usher or staff member be assigned to sanitise all touchscreen and product displays.

Simulators or VAR equipment needs to be sanitised after each use. It is recommended that an usher or staff member be assigned to sanitise all simulators or VAR equipment. It is recommended not to exchange business cards.

HOUSING

Rooms in various hotels in Dubai are being held for SIU Congress participants at special rates. Make sure to book your hotel early to ensure accommodations according to your preferences. MCI Middle East has been appointed as our official hotel accommodations supplier. No other entities are authorized to sell housing on our behalf.

The deadline to secure the rooms at the confirmed rates is September 30, 2021. After September 30, 2021, rates and availability are subject to change. To make your reservation click [HERE](#).

Hotel Name	Rate (Single)	Rate (Double)
Fairmont Dubai (HQ Hotel)	985 AED	1115 AED
Novotel World Trade Center	435 AED	489 AED
Ibis World Trade Center	315 AED	370 AED
Conrad Hotel	720 AED	840 AED
The H Dubai	915 AED	975 AED
Ibis One Central	305 AED	360 AED

Rates are quoted per room, per night in United Arab Emirates Dirham (AED).

*For a group reservation of over 3 rooms, please send your request to SIU2021-Congress@mci-group.com

INSPECTIONS OF LEASED PREMISES

The SIU 2021 Exhibit Office will inspect the leased areas with a representative of the DWTC.

INSURANCE RESTRICTIONS

The SIU Secretariat and the DWTC will not be responsible for the safety of articles of any kind brought onto the premises by delegates, exhibitors, their agents, contractors, visitors and/or any other persons.

The SIU Secretariat and the DWTC strongly encourage Exhibitors to be covered with Public Liability Insurance.

The SIU 2021 Organizing Committee, Congress Secretariat and SIU Exhibit Office, or its agents assume no responsibility for loss of, or damage to, products, booths, equipment, or decorations, due to fire, water, accident, theft or any other cause.

INTERNET

DWTC is the exclusive internet connections provider. Complimentary WIFI will be provided throughout the Congress Venue.

Please contact [DWTC](#)

- See Section 2 – Contact Information

All contractors and exhibitors will be prohibited from using any wireless signal broadcasting devices at DWTC, including:

- Wireless Routers
- Any other short- or long-range wireless devices that may interfere with DWTC wireless signals

LEAD RETRIEVAL

Lead retrieval units can be rented online via the SIU Congress [website](#).

LIABILITY

The SIU, DWTC, any suppliers, their employees or representatives, or any member of the SIU 2021 Congress Organizing Committee is not responsible for any injury that may occur to the Exhibitor or the Exhibitor's employees or representatives, or for physical loss or damage of their property, including personal property, from any cause whatsoever.

The Exhibitor expressly releases and holds harmless the above entities, associations, employees, and members thereof from any and all claims arising from any cause whatsoever. Exhibitors are strongly advised to pack and remove from the exhibit hall all valuable items at the end of each day.

The period of liability shall be deemed to run from the time the exhibitor or any of his agents, contractors first enter the exhibition site, and to continue until all his exhibits and property have been removed.

LINE OF SIGHT SPECIFICATIONS

Display materials should be arranged in such a manner so as not to obstruct sight lines of neighboring exhibitors. The maximum height for in-line booths is 2.44m (8'). Stands should be fully accessible on all "open" sides. This also applies to the open sides of peninsula, corner and inline booths. At least 70% of the sides facing the aisles must be open. In addition, booths should have "transparency" and the openness of sight lines around and through the design, so that the surrounding area can be viewed through the booth and neighboring booths are not inappropriately obstructed. Please note that all other items in the booth that obstruct the view through the booth, like graphic panels, etc. must be calculated.

LIVE ENTERTAINMENT

Live Entertainment is not permitted during the exhibit without the express permission of the SIU following all venue guidelines.

LOST AND FOUND

Tel.: +971 (0)4 306 4600

The Lost and Found office is located on Level 1, above Hall 8 and is responsible for the safekeeping of items that have been found at the premises. Items will be returned to the rightful owner upon presentation of reasonable proof of ownership. The Lost and Found office operates 24 hours, 7 days a week.

DWTC assumes no responsibility for the care and/or protection of any personal belongings left unattended on DWTC property or for the loss, under any circumstance including theft, vandalism, or malicious mischief of any such belonging.

Anybody losing property should report the details to the Lost and Found office as soon as they become aware of the loss. Losses may be reported by phone to the Lost and Found office or in person and must be followed up with an official report of loss, theft, or disappearance.

MEETING ROOMS

A small number of rooms are available for meetings. Please contact Gerri-Lynn Sendyk to make arrangements gsendyk@siu-urology.org

PARKING FACILITIES

The following car parks are available for organisers, exhibitors, sponsors and visitors and operate on a first come, first-served basis:

- Happiness Street Parking: This parking facility offers a total of 3,715 spaces including dedicated spots for Electric vehicles, People of Determination, and 140 bicycle storage racks. The car park uses a smart parking technology solution with bay availability indicators and floor counts detailing available spaces.
- Exhibition Street Parking: Behind Sheikh Rashid Hall (capacity: 1,160 cars)
- Sheikh Rashid Tower Parking: Next to Arena Hall (capacity: 863 cars)
- Za'abeel Plaza Parking: Front of Za'abeel Hall 6 (capacity: 300 cars)
- Exhibition Plaza Parking (capacity: 150 cars)
- Arena Plaza Parking: Valet service (capacity: 140 cars)

Paid Parking Policy

A nominal parking fee per hour is applicable from Saturdays to Fridays. A parking ticket is issued on arrival and must be submitted for payment on departure. Lost parking token will be charged in addition to the respective hourly parking charges and is not refundable.

Vehicles are not allowed to park overnight neither to park within the 'no parking zones'. Any vehicle left overnight or parked incorrectly and / or causing obstruction to other road users will be charged a daily fee plus administration fees. DWTC reserves the right to remove all vehicles violating the above.

DWTC Venue Map / Car Park Map

PRAYER ROOMS

Prayers rooms are located throughout the venue at the following locations:

Accessible from the Concourse:

- Female Prayer Room - Concourse 2 – Level 2 – Opposite Hall 7
- Male Prayer Room – Concourse 2 – Level 2 – Opposite Hall 5
- Male Prayer Room – Arena Plaza – below Sheikh Rashid Tower

RAFFLES AND DRAWS

If you are planning to have a prize draw or a raffle during the event, you must follow the regulations issued by the Department of Economic Development, Government of Dubai (DED).

Definition

A Draw is an act of selecting names randomly to decide winners of one or several prizes.

A Raffle is a means of raising money by selling numbered tickets, one or some of which are subsequently drawn at random and the holders of such tickets winning a prize.

Draw Policy

If the total monetary market value of the award(s) or prize(s) of your Draw(s) is below AED 1,000.00 per item, the permission must be sent to the DEC in order to get the approval from DED. The value of the prize should be based on the UAE market value at the time of the Draw. To apply for permission, please complete the Draw Application Form that can be found in the Appendix section.

Raffle Policy

The permission to hold any Raffles must be obtained directly from DED, irrespective of the value of the prize(s).

For further information on Draw and Raffle rules and regulations, organisers and exhibitors are advised to contact the nearest DED office.

Department of Economic Development:

<http://www.dubaided.ae/English/ContactUs/Pages/ContactDetails.asp>

Tel: +971 4 445 5555

Email: info@dubaided.gov.ae

Website: www.dubaided.gov.ae

RIGGING

DWTC holds the exclusive right to all primary rigging services (roof points) within the Venue. However secondary rigging services (trusses, banners, etc.) can also be ordered:

Online: <https://www.eventplus.ae/home>

Call: UAE Toll-free: 800DWTC (3982)

Global Helpline: +971 4 389 3999

Live Chat: www.eventplus.ae

Email: support@eventplus.ae

SECURITY

The SIU Exhibit Office will take every reasonable precaution to secure the exhibit hall throughout the duration of the Congress. Exhibitors should take special care to ensure that their goods are safeguarded and should not leave their stands unattended during move-in, move-out, and during official congress hours. The SIU Exhibit Office cannot be held responsible for any loss, damage or accidents that may occur to any exhibitor's property or personnel. Exhibitors must arrange for full insurance cover.

Recommendations:

- Do not leave the booth unattended during exhibition hours
- Valuables should be secured in a safe area during the day and overnight. Neither the organiser nor the congress centre can be held liable for any theft, loss or damages to articles left on site at any time.

Additional individual security can be ordered by contacting GES.

- See Section 2 – Contact Information

SET-UP REGULATIONS

Companies involved in assembling and decoration of stands are required to have a previous credential, which implies the presentation of an insurance policy for civil and professional liability, covering damage caused in the premises or to a third party and possible damage due to stoppage of DWTC 's activities, in the amount of 1,000,000.00 EUR.

Should there be a breach of regulation on assembly and decoration of stands and/or a breach of technical nature, DWTC considers itself to be authorized to carry out necessary procedures to regularize it, which may involve closing the booth. The costs resulting from this corrective action will be charge to the exhibitor/Organizer.

SIGNAGE

Exhibitors must arrange for stickers to indicate the maximum number of visitors on the stand at any given time. These signs need to be a minimum of 50 cm by 30 cm in size.

The calculation of maximum number of people on a stand at any given time and as defined by social distancing norms should include exhibitors, visitors, and staff.



SMOKING

Smoking is strictly prohibited in the DWTC.

SOUND LEVEL

Audio equipment sound must be set to a reasonable level so as not to cause interference with, nor annoyance to, other exhibitors. In the event of complaints from other exhibitors, the organizer reserves the right to determine the acceptable sound level and the exhibitor must adhere strictly throughout the exhibition period.

SUBLETTING

It is strictly forbidden to sublet a booth space without prior written permission of the SIU 2021 Exhibit Office.

TELECOMMUNICATIONS

DWTC is the exclusive telecommunications service supplier.

- See Section 2 – Contact Information

WASTE MANAGEMENT

To reduce the volume of overall waste, we urge all Exhibitors/Contractors to maximize their efforts to re-use and recycle materials where possible. All effort should be made to minimize waste. A charge will be levied to those Exhibitors who leave bulky items or an excess of rubbish. All materials must be safely disposed of, including special receptacles for used PPE.

Contact GES for waste removal.

- See Section 2 – Contact Information



41st Congress of the Société Internationale d'Urologie

Dubai International Convention
and Exhibition Centre

November 10-14, 2021

In Conjunction with

10th Emirates International

UROLOGICAL
Conference



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