



EAAP

69th ANNUAL MEETING
Dubrovnik, Croatia
27th to 31st August 2018

Conventional and traditional livestock production systems – new challenges



Thank you for supporting the 69th Annual Meeting of the European Federation of Animal Science. This manual includes detailed information about exhibition and congress events.

IMPORTANT DATES

DEADLINES

July 31	Attendee registration
August 1	Arrival of conference bag inserts
August 15	Arrival of exhibition materials

EXHIBITION

26 August	Exhibition setup at the Lacroma hotel
30 – 31 August	Exhibition dismantling at the Lacroma hotel

CONFERENCE

27 - 30 August	EAAP annual meeting at the Lacroma hotel The conference starts every day at 8.30 a.m. Please see the full programme at the EAAP 2018 webpage
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IMPORTANT CONTACTS

Exhibition & Sponsoring Manager

Anja Paic Colakovic

E: anja.paiccolakovic@valamar.com

Delivery address

VALAMAR LACROMA DUBROVNIK

Iva Dulcica 34, 20 000 Dubrovnik, CROATIA

VENUE

Multi-functional conference centre at the Valamar Lacroma Dubrovnik Hotel features the largest conference hall in Croatia with a total capacity for up to 1300 delegates, 7 additional meeting rooms in the business centre, exhibition area and a number of attractive venues for welcome receptions. The modular character of exhibition units enables the use of exhibition area within the hotel as well as modular tents with full equipment adaptable to all exhibiting requirements.





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EXHIBITION

The exhibition will be set on the Business center of the conference venue at the Lacroma hotel along with the catering areas.

HOW TO GET THERE?

Valamar Lacroma Dubrovnik is placed at the Babin kuk peninsula. **Street Address:** Iva Dulcica 34, 20000 Dubrovnik, Croatia.



CHECK-IN

Exhibitors (registered stand staff for the period of the conference) have to come to the exhibition registration desk to receive further instructions as well as their exhibitor badges. The desk will be located in the lobby, floor 0. The registration desk will be open on the August 26 from 12 p.m. to 6 p.m.

SETUP AND DISMANTLING

26 August	Exhibition setup Exhibitors may set up the exhibition and drop off the exhibition materials at 9 a.m. - 9 p.m. However the shell stands will be ready for setup by 5 p.m.
30 August	Exhibition dismantling (6 p.m. - 11 p.m.)
31 August	Exhibition dismantling (9 a.m. - 9 p.m.)

All stands are shell stands with back walls and side walls, one table, two chairs, an info counter, one spotlight per 2 full sq.m., one 4.5A 220V 1.0kW power supply EU standard outlet.

Maintenance of booths and exhibition area

Exhibitors are responsible for the proper care of the floors, walls and staircases as well as the hired booths and furnishings. Damaging the wooden floor will result in a penalty of 4000 EUR. Hired booths and furnishings must be returned in an orderly condition and in an orderly way. It is not permitted to drive nails or hooks into the of the exhibition hall, to install electric wiring or to cut or drill holes in the walls of the rented stands. The Organiser is only responsible for general cleaning of the Exhibition Hall (aisles and public areas) during the Meeting. Cleaning the booth is the Exhibitor's responsibility. Police regulations, fire regulations and other official regulations must be observed at all times, also during the construction and dismantling of the exhibits.



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DELIVERY INFORMATION

All inserts for bags and other advertising materials should be sent to following address:

ADDRESS

Valamar Lacroma Dubrovnik
Iva Dulcica 34
Dubrovnik, CROATIA

CONTACT

Anja Paic Colakovic
E: anja.paiccolakovic@valamar.com

INDICATE ON THE PACKAGE

EAAP2018
Company's name
Contact person contacts

All packages must be marked with the name of the congress 'EAAP2018', with the name of the sponsor/exhibitor/advertiser and with the contacts of appropriate person in case of problems. The number of inserts you should consider is 1300.

ATTENTION!

Materials or goods from outside of EU with a declared value over 21.50 EUR are a subject to Customs. The sender must order customs declarations and clearance from the shipping company and pay appropriate taxes.

DELIVERY BEFORE THE CONFERENCE:

DEADLINES:

August 1	Conference bag inserts
August 15	Delivery for exhibition materials

DELIVERY AFTER THE CONFERENCE:

Aug 30 - 31	Delivery for exhibition materials from the Venue
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After the conference, the exhibitor **must arrange** the delivery for the exhibition materials from the venue. The Organising Committee is not responsible for the materials left behind.



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USEFUL WEBPAGE LINKS

SPONSOR ATTENDEE REGISTRATION FORM

<http://www.eaap2018.org/sponsors-and-exhibitions/>

ACCOMODATION

<http://www.eaap2018.org/accomodation/>

EAAP 2018 PROGRAMME

<http://www.eaap2018.org/meeting-programme-overview/>

EAAP 2018 SOCIAL EVENTS

<http://www.eaap2018.org/social-programme/>

INFO

<http://www.eaap2018.org/info/>

PUBLIC TRANSPORT

<http://www.eaap2018.org/travel>