INTERNATIONAL CONGRESS 2023
MILAN Italy, 9-13 September
Welcome from the ERS & Review from Barcelona

C. Robalo Cordeiro, ERS President
ERS Presidential Cycle

Silke Ryan
Vice President

Monika Gappa
President Elect

Marc Humbert
Past President

Carlos Robalo Cordeiro
President
Evolution of congress attendance
<table>
<thead>
<tr>
<th>Madrid 2019</th>
<th>Virtual 2020</th>
<th>Virtual 2021</th>
<th>Barcelona 2022</th>
</tr>
</thead>
<tbody>
<tr>
<td>Spain</td>
<td>3365</td>
<td>United Kingdom</td>
<td>2647</td>
</tr>
<tr>
<td>United Kingdom</td>
<td>1683</td>
<td>Spain</td>
<td>2183</td>
</tr>
<tr>
<td>Germany</td>
<td>1647</td>
<td>Italy</td>
<td>1806</td>
</tr>
<tr>
<td>Italy</td>
<td>1145</td>
<td>India</td>
<td>1565</td>
</tr>
<tr>
<td>France</td>
<td>1133</td>
<td>Germany</td>
<td>1459</td>
</tr>
<tr>
<td>USA</td>
<td>1008</td>
<td>Brazil</td>
<td>1305</td>
</tr>
<tr>
<td>Netherland</td>
<td>732</td>
<td>United States</td>
<td>983</td>
</tr>
<tr>
<td>Switzerland</td>
<td>717</td>
<td>France</td>
<td>889</td>
</tr>
<tr>
<td>India</td>
<td>635</td>
<td>Mexico</td>
<td>883</td>
</tr>
<tr>
<td>Turkey</td>
<td>450</td>
<td>Netherlands</td>
<td>866</td>
</tr>
</tbody>
</table>
## Barcelona 2022 Registration Details

### Top 10 countries groups reg.

| Country    | Total |%
|------------|-------|
| United Kingdom | 1104  | 11%
| France     | 651   | 4%
| Italy      | 627   | 4%
| Spain      | 616   | 4%
| Germany    | 541   | 3%
| Belgium    | 349   | 2%
| USA        | 335   | 2%
| Portugal   | 309   | 2%
| Switzerland | 297   | 2%
| Austria    | 256   | 1%

### Top 10 countries individuals Reg.

| Country    | Total |%
|------------|-------|
| United Kingdom | 1113  | 14%
| USA        | 577   | 7%
| Netherlands | 480   | 6%
| Spain      | 475   | 6%
| France     | 454   | 6%
| Germany    | 445   | 6%
| Switzerland | 338   | 4%
| Australia  | 302   | 4%
| Italy      | 250   | 3%
| Canada     | 205   | 3%

### Top 10 countries online reg.

| Country    | Online |%
|------------|--------|
| United Kingdom | 850   | 14%
| China      | 250   | 4%
| Germany    | 248   | 4%
| Switzerland | 231   | 4%
| Belgium    | 212   | 4%
| Brazil     | 199   | 3%
| Netherlands | 198   | 3%
| France     | 190   | 3%
| Spain      | 178   | 3%
| Mexico     | 160   | 3%
Themes of the Presidency

- International Respiratory Coalition/IRC Summit June 2023
- Respiratory Channel
- Environment/Climate change/Respiratory Health/Green Agenda
- Patient’s empowerment and support: ILD/TB Task Force
- ERS Strategy update
Welcome to Milan

M. Bonsignore & S. Harari, ERS Congress Chair & Co-chair
The Ancient Romans called it “Mediolanum” since it was in the centre of the connecting roads of the time. It is still one Europe’s most welcoming cities, and easy to reach from over 200 destinations.

Leading city in the world economy and a centre of international trade and finance.

Very dynamic city, produces 10% of Italian GDP.

10 universities, 25% of all Italian research production.
Some numbers

railway 3
station

180° to Rome

20
hospital

restaurant 1,657

360,000
companies

3
international
airport

250
free Wi-Fi points

taxi 6,000

rooms 43,000

underground lines 4

120° to Venice

15
island

90° to Florence

450
pharmacies

40
theatres

over 400
locations

13
universities

HIGHLIGHTS
A city devoted to environmental innovation

200 buildings with green certifications
Many new environmentally restored areas

Green mobility: 290 Bikemi bike-sharing stations offering 3,650 regular and 1150 e-bicycles, and 218 km of bike lanes
New Campus of Statale University (190,000 m², 23,000 people)

Multidisciplinary setting to promote scientific synergies in an sustainable environment strongly oriented towards innovation
Lifestyle

Entertainment, restaurants, shopping, sports

Entertainment
more than 9,000 places to go out at night
100 clubs and discotheques
more than 20 cinemas

Restaurant
3,900 coffee, drinks and bar
107 wine bar
158 cafeteria
126 ice cream shop
1,657 restaurants and pizzeria

Shopping paradise
Over 150 brands located in the Fashion District

Sports
Soccer (Milan and Inter)
Basket (Armani Jeans)
Volley Milan
Rugby
Hockey on ice
Stramilano Marathon
Cultural attractions downtown

Theatres, Museums and Churches
Over 60 Museums, 40 Theatres
Over 40 Art galleries
Churches, Basilica’s and Abbeys

Monuments, Villa and Palazzo
Palazzo Reale, Castello Sforzesco,
Arco della Pace
Galleria Vittorio Emanuele
Torre Branca, Villa Reale
International events

World Expo 2015

2026 Winter Olympics jointly with Cortina

- New Olympic Village and Hockey Arena planned
- Public work funded to enhance access to the Olympics
- Strict respect for environmental sustainability

ERS Congress in 2017

- High number of participants
- Major improvement in the Congress Center (Allianz MiCO) and new development in the surrounding area since then
Scientific programme

N. Roche, Science Council Chair
Chair International Congress Programme Committee
• Presentation of the latest developments in respiratory medicine and science
• Integration of basic science, clinical research and guidelines
• Alignment of educational and scientific topics
• Implementation of new technologies in respiratory medicine
• Advances in diagnosis and management of respiratory diseases
• Update on pandemics, air pollution, treatments and comorbidities
Milan 2023 – Congress theme

Pollution, Climate change and Sustainable development
Congress format

• Main sessions
  o 11 rooms for scientific and abstracts sessions
    ➢ Including rooms equipped for hybrid sessions
  o 2 rooms for workshops

• Poster session area with several sessions scheduled per day

• 1 TV Studio

• Congress platform
  o All abstracts available as E-posters
  o Pre-congress materials available 2 weeks before live sessions
  o Congress replay available until the end of the year
<table>
<thead>
<tr>
<th>Section</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>ABSTRACT</td>
<td>ALERT - Randomised controlled trials, Oral presentation, Poster sessions, ePosters</td>
</tr>
<tr>
<td>CASES</td>
<td>Included in sessions such as Lungs on fire</td>
</tr>
<tr>
<td>FACULTY/OFFICER DEVELOPMENT</td>
<td>NEXT programme, Chair and presenter training</td>
</tr>
<tr>
<td>POSTGRADUATE</td>
<td>Postgraduate course</td>
</tr>
<tr>
<td>SKILLS</td>
<td>Skills workshop, Clinical skills zone (simulators)</td>
</tr>
<tr>
<td>SYMPOSIA</td>
<td>Year-in-review, Journal, Hot topic, State-of-the art, Pro-con debate</td>
</tr>
<tr>
<td>Session type</td>
<td>Slots</td>
</tr>
<tr>
<td>-------------------------------------------------------</td>
<td>----------------</td>
</tr>
<tr>
<td>Main sessions (incl. Symposia, Hot topics, Journal, State-of-the-art, Lungs on fire, Respiratory meets other disciplines, ALERT, etc…)</td>
<td>~ 80 sessions</td>
</tr>
<tr>
<td>Oral presentations and Mini-symposia</td>
<td>~ 90 sessions</td>
</tr>
<tr>
<td>Studio sessions (incl. Pro-Con debate, Language, Year in Review etc…)</td>
<td>~ 20 sessions</td>
</tr>
<tr>
<td>Postgraduate courses</td>
<td>13 sessions</td>
</tr>
<tr>
<td>Skills workshops</td>
<td>15 sessions</td>
</tr>
<tr>
<td>Poster sessions</td>
<td>TBC</td>
</tr>
</tbody>
</table>
Important dates

December 2022 - 14 February, 2023
- Open call for Scientific Awards (ERS Mid Career Gold Medals, Lifetime Achievement, Early-Career Member, Lecture Awards)

End of November, 2022
- Confirmation of agreements with Industry for sponsored Awards

1 December, 2022 - 15 February, 2023
- Online abstracts and cases submission (including applications for sponsored Abstracts Travel Grants and ERS Sponsorship)

19 December, 2022 – Mid-March, 2023
- Online Hot Topics submission

Mid-May, 2023
- Results of awardees

1-31 May, 2023
- Submission of Late-Breaking Abstracts

Late-June, 2023
- Last deadline for Randomised Clinical Trials submission
Infrastructure & Congress layout

P. Foo, ERS Congress & Events Director
Welcome to Milan
Allianz MiCo and surrounding area

INDUSTRY BUS PARKING

MAIN ENTRANCE
GATE 05
Capacity Indication

Programme
11 Session Rooms
2 Skills workshops
1 TV Studio

Corporate Relations
Exhibition Space
2 Industry workshops
Industry opportunities & Congress feedback

S. Sealy, ERS Marketing & Corporate Relations Director
Opportunities at Congress

Industry
The European Respiratory Society (ERS) invites industry organisations to take part in the Congress by offering a range of industry activities and sponsorship opportunities.

Key resources

- Sponsors’ site visit
- Industry sessions
- Exhibiting at Congress
- Sponsorship and Advertising
• To host a vibrant event that caters for the real demand of participants and partners.

• Make significant steps to address green issues

• Continue to use technology to allow greater access to HCPs who choose not to travel
ERS will make significant steps to organise a greener Congress

- Congress Centre
- Carbon Footprint offset
- Congress Planning
  - Flooring
  - Catering
  - Electricity
  - Etc.
All exhibitors are asked to consider the following aspects when planning their participation in the exhibition.

- Catering & Hospitality
- Waste Disposal
- Construction materials
- Flooring

- Lighting and electricity use
- Equipment
- Paper free
- Re-useable furniture and fittings
On application partners are expected to indicate their policy to construct and manage an exhibition stand that addresses key issues.

The spirit is one of self policing but recommendations will be made where issues have not been addressed.

The recognition of the best three stands will take into account the design and management of stands that have best embraced the aim to host a greener Congress.
Number of exhibitors: 107
Occupancy: Sold out
Exhibiton layout & Price

Prime space EUR 720 / spm
Regular space EUR 598 / spm
Waste Disposal EUR 2.50 / spm
Lunchtime sessions in the exhibition

Available to:
Companies hosting an Industry session or with a stand of +100sqm

Schedule:
Sunday, Monday, Tuesday
12:15 – 14:15
Opening and closing times

Soft breakdown from Tuesday 17.00
Main breakdown Tuesday 18.30 - Wednesday 7.00 am.
Further breakdown can take place from Wednesday 12:30
Virtual opportunities

Company Virtual Basic Page: EUR 1000.-
Individual statistics Dashboard: EUR 500.-
Lead Generator: EUR 500.-
Video on the ERS focused page: EUR 500.-
Premium pages (layout changes): EUR 2000.-
Welcome Lounges: EUR 2000.-
Exhibition process & Deadlines

ERS
• Applications
• Allocations
• Contracts
• Stand approval
• Invoicing

INTERPLAN AG
• Pre-Congress support
• Onsite technical support
• Industry meeting rooms
• Exhibitors registrations

Deadline for ordering stands of +40sqm December 15th
Total number of Industry sessions

<table>
<thead>
<tr>
<th>Year</th>
<th>Number of sessions</th>
</tr>
</thead>
<tbody>
<tr>
<td>2011</td>
<td>25</td>
</tr>
<tr>
<td>2012</td>
<td>43</td>
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<td>2013</td>
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<td>2018</td>
<td>58</td>
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<tr>
<td>2019</td>
<td>47</td>
</tr>
<tr>
<td>2020</td>
<td>66</td>
</tr>
<tr>
<td>2021</td>
<td>69</td>
</tr>
<tr>
<td>2022</td>
<td>79</td>
</tr>
</tbody>
</table>
Sunday and Monday -> emphasis on Lunchtime and Evening slots
Tuesday -> emphasis on Morning and Lunchtime slots
Catering possible in all rooms – lunchboxes only
11 rooms onsite, plus one virtual channel
6 rooms equipped for livestream
Possibility to record the session in every room to be available on replay.
Early Morning, 07:15 – 08:15 CET
  • 462 PAX

Lunchtime, 12:15 – 13:15 CET
  • 800 PAX x3 (+ overflow)
  • 660 PAX
  • 462 PAX x2

Lunchtime, 12:45 – 13:45 CET
  • 756 PAX
  • 540 PAX
  • 520 PAX
  • 484 PAX
  • 480 PAX

Evening, 17:30 – 19:00 CET
  • 800 PAX x3 (+ overflow)
  • 756 PAX
  • 660 PAX
  • 540 PAX
  • 520 PAX
  • 484 PAX
  • 480 PAX
  • 462 PAX x2
Industry symposia time slots – Tuesday

• **Early Morning, 07:15 – 08:15 CET**
  - 800 PAX x3 (+ overflow)
  - 660 PAX
  - 462 PAX x 2

➢ **Lunchtime, 12:15 – 13:15 CET**
  - 800 PAX x3 (+ overflow)
  - 660 PAX
  - 462 PAX x2

➢ **Lunchtime, 12:45 – 13:45 CET**
  - 756 PAX
  - 540 PAX
  - 520 PAX
  - 484 PAX
  - 480 PAX
Industry Mini Symposia

- Sunday and Monday Evening
- 17:30 – 19:00 CET
- 150 PAX x2
- No livestream nor webcasts available
Industry Skills Lab

• 3 slots per day:
  • 08:00 – 08:45 CET
  • 10:30 – 11:15 CET
  • 14:00 – 14:45 CET

• 150 seats theatre style + demo tables on the side
• No livestream and no webcasts available
• Set up change possible but charged to the company
Virtual symposia

- Morning, 07:15 – 08:15 CET
- Lunchtime, 12:45 – 13:45 CET
- Evening, 17:30 – 19:00 CET

Basic Symposium Gallery page (already included if you book a session): including:

- Session tile
- Session description
- Disclaimer
- 3 PDFs
- Webcasts player

Addons:

- Teaser banner and video: 1’000 euros
41 sessions livestreamed
Averaged 400 + live viewers per session

Opportunity to limit remote access from onsite participants
Welcome to ERS’s digital channel!

Access a range of online content, including live events and courses, webinars, panel discussions, podcasts and much more.
4 Escalators in Exhibition hall

- 1 main entrance escalator
- outside + inside branding
- 60’000 EUR
- 3 additional escalators, inside branding only
- 40’000 EUR per escalator
Sponsorships / Advertising

4 Drop down banners
• inside the exhibition
• 400 x 500cm
• 20’000 EUR per banner

2 Outside banners
• On the way to the Congress entrance - Outside hall 3
• 600 x 300cm
• 20’000 EUR per banner
More Sponsorship Opportunities:
- ERS Central
- ERS Congress Ressources (+ charging stations)
- Abstract on USB Keys
- Water Stations
- ERS APP*
- Push Notifications

More Advertising Opportunities:
- Industry Emailings
- ERS Emailings
- Exhibition Screens
- Web Banners
- And more...
World Village

Hall 4
ERS Central
Metrics from Barcelona
Number of profile pages: 122

Number of visits to Company Profile Pages: 29,420

Number of downloads of PDF documents: 932
• Number of sessions: 61
• 41 livestreamed
• 6 only in virtual
• Number of participants in total: 16,966 *
• Average watch time in total: 30 minutes
• Average unique live participants in total: 400 +
• 2 sessions of more than 800 participants
• 45 sessions of between 200 – 800 participants
• Number of questions asked: 1,761
OVERALL

1. COPD management today: Made-to-measure or one-size-fits-all? – Boehringer Ingelheim
3. Biomarkers Matter in the Long-term Treatment of Severe Asthma - Sanofi and Regeneron

Most attended Industry session: 845 unique participants
Metrics from Skills Labs

- Number of sessions: **18**
- Number of participants in total: **5,605**
- Average live participants in total: **467**
Most watched in replay:

1. Understanding RSV: Identifying high risk adults—Janssen
2. Biomarkers Matter in the Long-term Treatment of Severe Asthma- Sanofi & Regeneron
3. COPD management today: Made-to-measure or one-size-fits-all? - Boehringer Ingelheim
4. mRNA science: Transforming the management of respiratory infections–Moderna
Delegate research

Survey 605 delegates
Key messages from the survey

• Industry participation highly valued
• New scientific data & networking
• 35% of delegate time interacting with Industry partners
• International meetings, courses and workshops are preferred way for HCPs to continue their medical education
Have you visited the Exhibition?

- Yes: 87%
- No: 13%
Impact of the ERS Congress on the HCPs

Multiple answers were possible

- Improve the way I run my practice: 45%
- Seek further training or education: 43%
- Change the way I think about respiratory disease or disorders: 42%
- Change the way I treat or diagnose patients: 24%
- None of these: 11%
Pharmaceutical companies
1. GlaxoSmithKline
2. AstraZeneca
3. Chiesi
4. Boehringer Ingelheim
5. Sanofi & Regeneron

Device companies
1. ResMed
2. Olympus
3. Vyaire
4. MGC Diagnostics
5. Fisher & Paykel
Healthy Lungs for Life

- Small event in Barcelona in 2022
- Hope to go back to a bigger local public impact in 2023
- Link into the city’s green initiatives
- Look into public lung testing event or roll out of Healthy lungs for Life for School
Green lung run

- Potential lung run during ERS Congress 2023
- Potential route nearby
AIFA (Italian Drug Agency) is the national authority responsible for drugs regulation in Italy.

Any pharmaceutical Company that is going to organize or support a congress by any kind of sponsorship, is subjected to an authorization by AIFA (Italian Drug Agency).

(Decreto Legislativo 219 / 06 – art. 124).
Procedure for authorization

THE AIFA AUTHORIZATION IS NOT NECESSARY

- When a Company promotes only medical devices or food supplements during a congress (products without Marketing Authorization);

- When a Company sponsors a meeting about arguments not related to the use of any of its pharmaceutical products; in this case the Company is not allowed to expose or distribute any kind of advertising material during the meeting (Section 9 art. 124 D.L. n.219/06).
According to Italian laws, the authorization for all the Companies must be made by an Italian Agency, appointed by the Congress Organizer. The request has to be validated within 60 days prior to the event. Procedure explained step by step, for Pharma Companies not registered in Italy and without SIS code:

**STEP 1**

- **Request to AIFA for a SIS code** (for Companies without a SIS code). The SIS code is an identification code assigned by AIFA to identify each Company. The SIS code is mandatory for authorization requests.

- **Appoint a “Company Users Administrator”, referred as “CUA”**. The CUA is an appointed person/ an internal employee of the Company, will have access to all applications in AIFA website.

- **Register in AIFA website** accessing with the SIS Code
Procedure for authorization

➢ Create POL CODE (NUMBER ASSIGNED from AIFA system) useful for AIFA application and AIFA payment. It is mandatory to make 2 different payments, one address to AIFA and one addressed to Italian Ministry of Health.

Tax to correspond to AIFA and Italian Ministry of Health:

<table>
<thead>
<tr>
<th>Total amount of the sponsorship</th>
<th>Total fee to pay</th>
<th>Fee to pay to AIFA</th>
<th>Fee to pay to Ministero della Salute</th>
</tr>
</thead>
<tbody>
<tr>
<td>lower to Euro 5.000</td>
<td>Euro 278,96</td>
<td>Euro 194,68</td>
<td>Euro 84,28</td>
</tr>
<tr>
<td>between Euro 5.000,01 and Euro 10.000,00</td>
<td>Euro 557,92</td>
<td>Euro 389,36</td>
<td>Euro 168,56</td>
</tr>
<tr>
<td>between Euro € 10.000,01 and Euro 25.822,85</td>
<td>Euro 115,88</td>
<td>Euro 778,76</td>
<td>Euro 337,12</td>
</tr>
<tr>
<td>over Euro 25.822,86</td>
<td>Euro 2881,50</td>
<td>Euro 2010,96</td>
<td>Euro 870,54</td>
</tr>
</tbody>
</table>

The above taxes refer to the current year and may change.

Payment of € 16.00 for stamp duty payment, only by bank transfer
Procedure for the authorization

STEP 2

➢ **Buy a smart card certified for electronic signature in Italy**

mandatory for carrying out the AIFA request. 2 Italian providers for SMART Card (Aruba or Banca Intesa). The procedure takes around 1 month.

STEP 3

➢ **The appointed Italian Official Agency, uploads the application (pre-request) on AIFA website**

(70 days prior the starting date of the event)

➢ **The sponsor Company completes and validates the application on AIFA website** (60 days before): the validation is possible ONLY by electronic signature with smart card.

➢ **The application will be analyzed by the competent authority (AIFA).** After a careful evaluation, AIFA will release the authorization, to the company
All the informative material above mentioned must be previously submitted to AIFA and may be utilised only after a 10 day negative clearance system and available in the venue where the meeting is held. In particularly:

a) Every time this material is update it must be submitted again to AIFA
b) The date of last submission must be reported on this material

**RULES FOR PROMOTIONAL MATERIAL**

- All information related to the medicine must come from the Summary of Product Characteristics
- The Summary of Product Characteristics must be available and accessible at the booth
- Any form of illustrative materials related to the medicinal product like images of the packaging is not allowed, even the distribution of samples
- Pharmaceutical companies are allowed to give gadgets to the participants. They must be of negligible value relating to the professional activity of participants.
Timing

- **18 March 2023** - deadline for Pharma Companies without AIFA SIS code to start the procedure
- **16 June 2023** - deadline for the Italian Official Agency, to receive the documents required for AIFA submission from the organizing secretariat
- **1 July 2023** - deadline for the Italian Official Agency to upload the application (pre-request) on AIFA website
- **11 July 2023** - last deadline for Pharma Companies to complete and validate the application on AIFA website
We will provide you with...

<table>
<thead>
<tr>
<th>AIFA rules and reference decrees</th>
</tr>
</thead>
<tbody>
<tr>
<td>Guidelines Step by Step</td>
</tr>
<tr>
<td>All necessary forms</td>
</tr>
<tr>
<td>Deadlines</td>
</tr>
</tbody>
</table>
Exhibition technical services

O. Heinke, INTERPLAN
ERS
Kristof Kemp
kristof.kemp@ersnet.org
• Exhibition Sales
• Stand allocation
• Stand project approval

SCHENKER
Thomas Ernst
Thomas.ernst@dbschenker.com
• Logistics
• Delivery time slots
• Storage, Empties, Customs, Fork-lifts

INTERPLAN AG
Oliver Heinke
o.heinke@interplan.de
• General Organisation
• Exhibition Service Manual & ESC
• Technical requirements

Mandy Philipp
exh_reg_ers@interplan.de
• Exhibitor registration

Nicole Pfirrmann
n.pfirrmann@interplan.de
• Industry Meeting Rooms/Lounges

MiCo Milan
Genereal venue queries
Nicola Zanchettin
nicola.zanchettin@fieramilanocongressi.it

MiCo Milan
Exhibitor Services / Rigging
ers2023@fieramilanocongressi.it

COMPASS (exclusive contract caterer)
Valentina Taras
catering.mico@compass-group.it
• Approx 10,000 sqm gross in the exhibition blocks
• Floor ducts for technical supply => raised floor recommended
• Columns have to be accessible / (2x2m) around the columns to be unconstructed, if you construct around it access via doors or curtains is mandatory!
• Yellow marked escape routes have to remain unconstructed
• Suspension points possible at every position
• Only 4,5m height in the green zone also for riggings
• Dedicated WIFI networks only via MiCo details to follow
• Safety helmets and shoes and high vis compulsory during set-up and dismantling
• Constructor badges mandatory, Registration via MiCo service webpage
• Each exhibitor must book a liability insurance via MiCo => cost covered by MiCo!
• COMPASS is the exclusive caterer of MiCo, it is allowed to bring in coffee machines and own Baristas, details to be clarified before with COMPASS
• Waste disposal must be ordered by external service providers. A list of registered providers will be on the ESC.
• General set-up power supply points. Power supply on the booth itself will only be switched on after SiCu forms handed in to exhibitor service on-site!
Stand design rules

Construction height (please check also the transparency principle below)
Heights are measured from the floor of the exhibition hall

1) 2,5m top edge:
For side and back walls connecting to another stand directly on the stand perimeter.

2) 4,5m top edge inside the stand / min distance to edge is 50cm:
For constructions as hanging banners, signage, towers, branded or color-coded / branded riggings that are not used for technical supply only but are visually a part of the stand design. Depth of hanging banners going around the stand space max. 1m.

3) 6m:
Max. height for unbranded riggings that are visually not part of the overall stand design concept and used for technical supply only (e.g. lighting).
The green marked part in the exhibition is underneath a mezzanine level with a lower ceiling with a max. construction height incl. rigging of 4,5m

4) Any sight axis blocking elements higher 1,50m shall not block (also in combination with other elements of that height) more than 70% of the view from one side of a stand to the other (exemptions are separation or rear walls towards the neighbors that may be 2,50m high).

5) Open sides bordering to an aisle shall remain min. 70% unconstructed

6) Branding of surfaces facing neighbouring stands / Rear and side walls
Any kind of visible surface positioned close (<1,5m) to the neighbouring stand that could be perceived as part of the neighbour’s stand shall not be branded. (applicable for inline, corner, peninsular stands).

It is mandatory to erect or order rear and side walls. These walls must be completely (from ground to top edge) closed, white, uncabled and clean on the sides facing neighbors.
Stand project approval process

For any complex custom made stands (not for shell scheme stands)

Approval by ERS and MiCo!

Deadline: 07 June, but for MiCo approval not later than 15th July

Requirements:

Detailed scaled structural drawing to ERS (Kristof Kemp) / Interplan (Oliver Heinke)

- Several documents have to be handed in for stand approval and allowance to set-up as: SiCu form regarding stand materials
  DUVRI document, which is the Assessment Report on Risks

- Customized complex stands must also hand in the calculations made from an independent structural engineer licenced in Italy for minimum 10 years => can also be booked via MiCo

- Once approved the ERS forwards the above mentioned docs to MiCo from where the final approval will come

- Every modification afterwards has to run through the entire approval process again!

Detailed drawings (PDF/jpeg) should contain:

- Plan views of the stand
- Elevations and stand measures
- Width and positions of gangways within the stand
- Floor and roof loading
- Specifications of materials used

Attention!
ERS does not check compliance with the MiCo construction rules. Make sure to read their regulations (available on the Exhibitor Service Center) thoroughly and plan accordingly!

Certificates validating fire proofness of construction materials are necessary and will be controlled!

For complex rigging structures with many motors and heavy weights we strongly recommend to appoint a structural engineer.
# Exhibition Times

## Construction of Stands

<table>
<thead>
<tr>
<th>Date</th>
<th>Time</th>
<th>Notes</th>
</tr>
</thead>
<tbody>
<tr>
<td>Thursday, 07.09.2023</td>
<td>08:00 – 21:00</td>
<td></td>
</tr>
<tr>
<td>Friday, 08.09.2023</td>
<td>08:00 – 21:00</td>
<td></td>
</tr>
<tr>
<td>Saturday, 09.09.23</td>
<td>08:00 - 16:00</td>
<td>until 20:00 light set-up in the booth, aisles free for carpet laying</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Extra set-up days (Tue and Wed) and night set-up possible on request.</td>
</tr>
</tbody>
</table>

## Dismantling of Stands

<table>
<thead>
<tr>
<th>Date</th>
<th>Time</th>
<th>Notes</th>
</tr>
</thead>
<tbody>
<tr>
<td>Tuesday, 12.09.2023</td>
<td>18:00 – through the night until 06:00 next day</td>
<td>Light dismantling can start at 17:00 but no heavy machinery allowed. Schenker will start delivering empty boxes from approx. 18:00</td>
</tr>
<tr>
<td>Wednesday, 13.09.2023</td>
<td>13:00 – 21:00</td>
<td>Dismantling may continue after the official end of the congress</td>
</tr>
<tr>
<td>Thursday, 14.09.2023</td>
<td>08:00 – 21:00</td>
<td></td>
</tr>
</tbody>
</table>

## Exhibition Opening Times

<table>
<thead>
<tr>
<th>Date</th>
<th>Time</th>
<th>Notes</th>
</tr>
</thead>
<tbody>
<tr>
<td>Sunday, 10.09.2023</td>
<td>08:00 – 17:00</td>
<td>Access for exhibitors 90min before and after the exhibition.</td>
</tr>
<tr>
<td>Monday, 11.09.2023</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Tuesday, 12.09.2023</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

All times are subject to change.
Industry Meeting Rooms / Lounge / Suite:
North Wing Level +1
20 meeting rooms, constructed (same as in Paris and Madrid) **not sound proof**!
7x7m, 18 seats, boardroom, 46 LCD screen, catering table, wardrobe, waste bin, electricity, power triple sockets, carpet, cleaning

Several existing meeting rooms 20-400sqm throughout the venue

Contact: Nicole Pfirrmann, n.pfirrmann@interplan.de
Industry Meeting Rooms

North Wing Level +1

Industry Meetings

Contact: Nicole Pfirrmann, n.pfirrmann@interplan.de
**Contact:** Mandy Philipp, [exh_reg_ers@interplan.de](mailto:exh_reg_ers@interplan.de)

Registration webpage will be circulated in May 2023

Additional badges: 25€
After deadline: 50€

**Deadline: 07 August 2023**

Any person in the exhibition requires a badge incl. hostesses, baristas etc.!

<table>
<thead>
<tr>
<th>Stand size</th>
<th>Complimentary exhibitor badges</th>
</tr>
</thead>
<tbody>
<tr>
<td>9 – 12 m²</td>
<td>10</td>
</tr>
<tr>
<td>13 – 36 m²</td>
<td>14</td>
</tr>
<tr>
<td>37 – 60 m²</td>
<td>18</td>
</tr>
<tr>
<td>61 – 100 m²</td>
<td>22</td>
</tr>
<tr>
<td>101 – 150 m²</td>
<td>32</td>
</tr>
<tr>
<td>151 – 200 m²</td>
<td>41</td>
</tr>
<tr>
<td>201 – 300 m²</td>
<td>52</td>
</tr>
<tr>
<td>over 301 m²</td>
<td>62</td>
</tr>
</tbody>
</table>
Whats next? Important deadlines

1. Exhibitor Service Manual / Service Center  
   February, 2023

2. Stand project approvals  
   June 30, 2023

3. Exhibitor badge orders  
   August 11, 2023

4. Service Orders for regular prices  
   August 25, 2023 (10% surcharge afterwards, 20% for on-site orders)
   Subject to change!

Helpful links:
Insurance Form:  
   https://cloud.interplan.de/s/nfyGqJrLcR3cQWg

MiCo: SICU form for stand material approval:  
   https://cloud.interplan.de/s/tyWz45ezianES8P

MiCo: technical regulations:  
   https://cloud.interplan.de/s/Nnkn9FBNXKHWdF8

MiCo: Specifications on columns:  
   https://cloud.interplan.de/s/Bbc4i5FpEjc2CJi

MiCo: no littering and waste disposal policies:  
   https://cloud.interplan.de/s/7CfbLjrpHD73bnx

MiCo: DUVRI Assembly Risk Assessment template:  
   https://cloud.interplan.de/s/e3XB5GHPCxsZeD

Bear in mind that the ERS stand design rules are more restrictive than the rules outlined in the MiCo guidelines!
Onsite & Virtual Congress registrations

P. Foo, ERS Congress & Events Director
## Registration timeline indication

**IMPORTANT:** Same timelines apply for both groups & individual delegates (names, payments, proofs of status and cancellation). All timelines are subject to change.

<table>
<thead>
<tr>
<th>Timeline</th>
<th>Dates</th>
</tr>
</thead>
<tbody>
<tr>
<td>For onsite delegates</td>
<td>For online delegates</td>
</tr>
<tr>
<td>Registration opening</td>
<td>1\textsuperscript{st} week of April 2023</td>
</tr>
<tr>
<td>Early-bird fees</td>
<td>1\textsuperscript{st} week of July 2023</td>
</tr>
<tr>
<td>Cancellation fees</td>
<td>5 weeks before on-site congress*</td>
</tr>
<tr>
<td>Standard fees</td>
<td>One day before on-site congress</td>
</tr>
</tbody>
</table>
Onsite delegates

- The congress badge may only be used by the person stated on the badge and cannot be assigned to another person.

Online delegates

- A single registration permits the registered individual only to access the online event and its content. It should not be made public or shared with a group. ERS reserves the right to deny/revoke access if any suspicious activity is detected or reported.
Group registration

- As of 10 delegates

Please collect all delegate information before you start purchasing registrations:

- Each delegate’s details (first name, last name, date of birth, individual e-mail address, home/work address and ERS ID)
- Membership status
- Prescriber or non-prescriber
- Is it their first ERS Congress or not
- CME credits required or not

The e-mail address will help us to provide delegates with:

- Pre-congress information
- Course materials (for Congress-related educational courses)
- CME & Certificate of attendance

Help delegates, yourselves and ERS.
Group Registration pick-up

- By fixed appointments on Thursday 7 and Friday 8 September 2023.
- Group leaders will be contacted to fix an appointment.
Paid Industry badge vs Exhibition badge
(for onsite Congress only)

**Paid Industry badge**

- Access to session rooms, exhibition area during/outside opening hours, evening symposia, expert forums, practical workshops and early-morning symposia
- Applies *only* to employees of exhibiting companies, *not* sister companies

**Exhibition badge**

- Access to exhibition area during/outside opening hours and company’s industry sessions only
Accommodation

D. Papetta, MiCo DMC
MiCo DMC was launched on 1st July 2015 as the result of the joint venture of two important MICE players in Milan:

*Fiera Milano Congressi, Allianz – MiCo*
the largest convention centre in Europe

*AIM Group International*,
one of the international leaders in conferences organization
2. ACCOMMODATION

RATES PER CATEGORY

<table>
<thead>
<tr>
<th>Hotel Category</th>
<th>Average rate per night (DSO)</th>
<th>% per category</th>
</tr>
</thead>
<tbody>
<tr>
<td>5*</td>
<td>€ 500,40</td>
<td>7.73%</td>
</tr>
<tr>
<td>4*</td>
<td>€ 267,01</td>
<td>87.64%</td>
</tr>
<tr>
<td>3*</td>
<td>€ 159,90</td>
<td>4.63%</td>
</tr>
</tbody>
</table>

Room rates refer to double for single use occupancy; breakfast, Wi-fi and 10% VAT are included, Milan City Tax is excluded.

TOTAL ROOMS PER AREA

- Allianz MiCo area: 17%
- City Center Area - Garibaldi, Central Station, Porta Venezia, Historical Center: 34%
- City Metropolitan Area: 21%
- Ourskirts: 10%
- Airports: 18%
MILAN HOTEL AREAS

Allianz - MiCo area: 1,451 rooms

City Center Area (Garibaldi, Central Station, Porta Venezia, Historical Center): 2,944 rooms

City Metropolitan Area: 1,580 rooms

Outskirts: 1,845 rooms

Airports: 925 rooms

TOTAL: 8,745 rooms
GROUP BOOKINGS - FROM 6 ROOMS ONWARDS

- Guaranteed hotel availability in Milan city, outskirts and Allianz MiCo nearby area;
- Pre-negotiated rates and conditions for your stay in Milan;
- Wide selection of hotels in different range categories and styles;
- Group reservations managed with ad hoc T&Cs;
- Pre/post Congress nights available upon request;
- Name changes allowed up to guest arrival date with no additional fee;
- VISA management support;
- Personalized tailor-made proposals with an efficient booking service;
- No agency fee will be applied on hotel rooms requested by sponsors.

Sponsors need to send their request to ers2023.hotels@micodmc.it, the booking team will send ad-hoc offers.
## DEPOSIT TERMS

<table>
<thead>
<tr>
<th>TIME-LINE</th>
<th>DEPOSITS</th>
</tr>
</thead>
<tbody>
<tr>
<td>Upon execution of the agreement</td>
<td>20% of the total value of rooms – not refundable in case of cancellation</td>
</tr>
<tr>
<td>Within 150 days prior to first arrival</td>
<td>30% of the total value of rooms</td>
</tr>
<tr>
<td>Within 95 days prior to first arrival</td>
<td>30% of the total value of rooms</td>
</tr>
<tr>
<td>Within 45 days prior to first arrival</td>
<td>20% of the total value of rooms</td>
</tr>
</tbody>
</table>

## CANCELLATION POLICY

<table>
<thead>
<tr>
<th>TIME-LINE</th>
<th>ALLOWANCE</th>
</tr>
</thead>
<tbody>
<tr>
<td>At least 150 days prior to the first arrival date</td>
<td>100% of the Rooms per Night can be cancelled, it being understood that the 20% non-refundable deposit will not be reimbursed</td>
</tr>
<tr>
<td>At least 120 days prior to the first arrival date</td>
<td>Up to a maximum of 50% of the Rooms per Night can be cancelled without charge</td>
</tr>
<tr>
<td>At least 95 days prior to the first arrival date</td>
<td>Up to a maximum of 30% of the Rooms per Night can be cancelled without charge</td>
</tr>
<tr>
<td>At least 45 days prior to the first arrival date</td>
<td>Up to a maximum of 10% of the Rooms per Night can be cancelled without charge</td>
</tr>
<tr>
<td>At least 15 days prior to the first arrival date</td>
<td>Up to a maximum of 5% of the Rooms per Night can be cancelled without charge</td>
</tr>
<tr>
<td>Within 14 days prior to the first arrival date</td>
<td>Penalty equal to 100% of the relevant portion of the Total Value of Rooms</td>
</tr>
</tbody>
</table>
INDIVIDUAL BOOKINGS - FROM 1 TO 5 ROOMS

A dedicated on-line booking tool customized with the ERS logo will be available for attendees in order to book their favourite hotels.

The booking page will be linked to the Congress website and attendees will be able to select the preferred hotel among the list provided.

Hotel rates have been pre-negotiated for ERS and no agency fee will be applied on hotel rooms booked online.

In case of need, please write to ers2023.hotels@micodmc.it, the booking team will be ready to assist you.

the above website page is a realistic image of MiCo DMC booking tool, the content may vary.
MiCo DMC is at your full disposal for Milan services during your business stay for the ERS 2023 Congress
MILAN SERVICES

**Social programme**
Welcome receptions, gala dinners, cocktail parties, buffet lunches, coffee breaks for high impact social events with entertainment solutions and background music creating pleasant atmospheres

**Catering service**
Great food combinations and presentation, high quality of raw materials, excellent service, well groomed staff for top menus and wine pairing with the most reliable catering suppliers

**Restaurants scouting**
Selection of qualified restaurants in Milan for lunches and dinners in the city center or close to the Congress venue for small and big groups. From international restaurants to traditional Italian bistrot with the exclusive rental of the venue

**Unique experiences**
Special Milan City Tours, leisure entertainment activities, personalized excursions, shopping and relax packages during free time, gourmet evenings
<table>
<thead>
<tr>
<th>MILAN SERVICES</th>
<th>Hostess management</th>
<th>Travel ticketing</th>
<th>Transfers &amp; logistics</th>
<th>Venue finding</th>
</tr>
</thead>
<tbody>
<tr>
<td>Meet-and-greet at airports, train stations and hotels; tour assistance; participants registration and desk assistance at event venues; cloakroom and transfer service. Hostess, security and first aid staff for Milan locations.</td>
<td>Flight and train tickets with advantageous rates for groups and single persons on domestic and international sections; VISA service assistance for participants.</td>
<td>For groups and individuals, for business or leisure: private transfer service from airports/train stations/hotels to the venue; additional services for VIPs; vehicles for people with disabilities (ADA).</td>
<td>Hotels, independent locations, historical palaces, innovative hubs in Milan and nearby areas for any kind of networking gathering event and meeting rooms requests.</td>
<td></td>
</tr>
</tbody>
</table>
**MiCo DMC CONTACT DETAILS**

**ACCOMMODATION**
Mariarosaria Cavaliere  
*Accommodation Manager*

Email: ers2023.hotels@micodmc.it

**MILAN SERVICES**
Erica Milani  
*DMC Project Manager*

Email: ers2023.dmc@micodmc.it

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*MiCo DMC, Piazzale Carlo Magno 1, Milan Italy*
Public transportation tickets

- Validity 9 to 13 September 2023
- The ticket allows unlimited rides on ground and underground urban lines and outskirts during the days of validity
- Unit cost (both including VAT 10%): 5 days - € 24.-
- Negotiation with the Convention Bureau and the City of Milan are ongoing for a better price
THANK YOU

Member of:
Site inspection of the Congress venue

W. Bill, ERS Executive Director
GROUP A: (STEVE SEALY)
Use door on the right

GROUP B: (KRISTOF KEMP)
Use door on the left
• Lead generation system
• Time slot management
• Catering
• Virtual platform / App
• Seating
Requests to partners

- Contracts
- Remuneration
See you in Vienna!
7-11 September 2024