



ADAPTING TO CHANGE – EMBRACING OPPORTUNITIES
HYDRO 2026

Wednesday 14 – Friday 16 October
Bologna Congress Centre, Italy

Industry Sponsors:



Conference Organizer:

THE INTERNATIONAL JOURNAL ON
**HYDROPOWER
& DAMS**

Supporting organizations:



CONTACT INFORMATION

Venue

Bologna Congress Centre
Piazza della Costituzione, 4
40128 Bologna
Italy

Additional Stand Furnishing and Accessories

Stand furniture, graphics and multimedia can be order [from the event web-shop here](#).

Once you have registered on the portal you can start purchasing services. During check out you need to specify the Pavilion the event is in (19) and your individual stand number.

Exhibitor Custom Build Contractor

Please contact with regards to all requests for bespoke design and construction services.

Backspace s.r.l

Contact person: Manuel Mazzacani / Andrea Prando

Contact Email: m.mazzacani@backspace.it / a.prando@backspace.it

Telephone number: +39 3488959529

Website: <https://backspace.it/>

Logistics & Shipping

Company: Fairexx

Contact person: Anja Homann-Petrou

Email: anja.homann-petrou@fairexx.com

Telephone numbers

Office: +49 30 44 03 47 10

Mobile: +49 173 24 77 818

Registrations, accommodation, billing for delegate fees and study tours

Event Management Services (EMS) Ltd

Contact: HYDRO 2026 Event Secretariat

Contact Email: EMS-hydro2026@ems-ltd.org

Note: EMS will contact you when registration is open with registration links, please wait to receive this before registering. All exhibitors will need to pre-register including free and discounted exhibitor passes. When registering your personnel, please have their pictures ready as this is a mandatory requirement for the registration. Please contact EMS for any registration/badge queries.

Aqua-Media International (Organizers)

For other matters regarding the Exhibition:

Contact: Seumas Grey & Huw Ellis

Contact Email: sales@hydropower-dams.com

Telephone numbers: +44 (0) 20 8773 7252 & +44 (0) 20 8773 7250

For matters concerning the Conference:

Contact person: Summer Logarta

Contact Email: Hydro2026@hydropower-dams.com

Billing contact for exhibition stands only:

Contact person: Ms. Lulu Zhou
 Contact Email: lulu.zhou@hydropower-dams.com
 Telephone number: +44 (0)20 8773 7253

EXHIBITION SET-UP, ACCESS TIMES AND DISMANTLING

	EXHIBITION SET UP
Mon 12 Oct	08:00-20:00 Exhibition builders & contractors custom stands only.
Tue 13 Oct	08:00 -14:00 Only exhibitors with custom stands have access. 14:00-19:00 All exhibitors have access.
	EXHIBITION OPENING TIMES
Wed 14 Oct	10:30 – 17:30 (19:30 Welcome Reception, venue and address to be confirmed)
Thu 15 Oct	08:00 – 19:30 (17:30 – 19:30 The Exhibition Networking Reception, taking place in the exhibition hall)
Fri 16 Oct	08:00 – 17:30 (19:30 Farewell Dinner, venue and address to be confirmed)
	EXHIBITION DISMANTLING
Fri 16 Oct	16:00 – 18:00 (longer hours for custom stands to be confirmed)

REGISTRATION AND ACCOMMODATION	ALL EXHIBITORS MUST REGISTER Registration is online on https://www.hydropower-dams.com/hydro-2026 and includes accommodation and tours bookings. Registration must be completed for each participant, including free exhibitor place(s). Please use discount codes provided.
EXHIBITOR AND SPONSOR BADGES	Badges are not transferable and must be worn at all times within the venue and at social events. All stand personnel must be registered. The allowance for Exhibitors per 6 sqm is: one free badge, and up to two badges at reduced fees. Additional badges are charged at the standard rate. If one exhibitor is replacing another who is ill, a doctor's note is required. No free customer, guest or exhibition only invitation passes are available. All registered attendees receive a conference bag, and have access to the conference sessions, lunches, evenings and refreshment breaks. If Exhibitors attempt to bring in unregistered personnel, the Organizers reserve the right to require them to leave, or charge the fee. To arrange attendance for clients from countries experiencing economic difficulties, please notify the organizers, and a reduced price may be possible.
EXHIBITOR PROFILES	Exhibitor profiles are published in the online exhibition plan: https://www.hydropower-dams.com/hydro-2026/exhibition-plan/
VISAS	It is the responsibility of all participants to check their own passport and visa requirements. If you are visiting from outside the EU, you may require a Schengen Visa. Please contact the Foreign Office in your country well in advance. Supporting documentation from Aqua-Media International can be requested when completing the online registration.

STANDARD STAND (not custom)

The construction of the standard 6m² exhibition stand includes:

- 5x100W mirrored light bulbs per 8sq.m
- Shell scheme wall
- Fascia Board with company name, stand number
- Electricity supply: Point sockets x1 up to 500W
- 1 table and 2 chairs
- All exhibition common areas will be cleaned daily. Exhibitors are responsible for keeping their own stands tidy.
- 1 Full delegate pass free of charge; 2 additional delegate passes a reduced price to be confirmed. (Registration includes lunches and social events during the event)
- Free Wi-Fi access during the event.

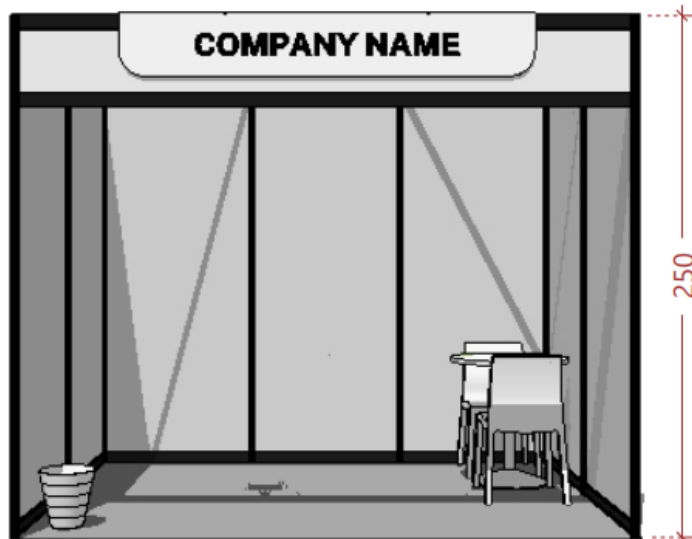
The above list of services includes only a part of the exhibitor package, which includes all promotion of the exhibitor's company in brochures and other materials before, during and after the event.

The exhibitor package gives the exhibitor a presence during the event with access to delegates from over 80 countries. Exhibitors are listed in the online plan with full contact details, company profile, homepage link. We reserve the right to change some of the materials used for the standard stand in case of an emergency or unforeseen circumstances.

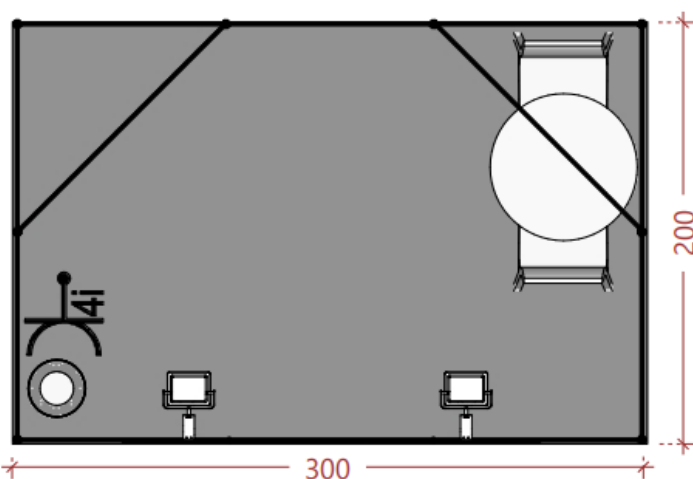
Fascias / Name boards:

Each standard stand will be provided with a fascia including company name and stand number (max. 25 letters, black). **Exhibitors are not permitted to affix their own material to name boards without the permission of the organizers.**

Exhibitors are not permitted to make holes in the panels or damage them in any way. **Any damage to the panels will be charged directly to the exhibitors.** The Organizers reserve the right to require the modification, or in extreme cases, removal of any exhibits considered distasteful, potentially offensive, or in any way conflicting with the mission of the conference. Such modification or removal would be at the expense of the Exhibitor, and within a timeframe stipulated by the Organizer. The Exhibitor is responsible for the safety of his products, displays, and stand. During the dismantling period, no material should be left unattended at any time. All exhibits, displays, stand fittings, and materials must be removed from the premises by the time and date stated by the Exhibition Organizers. Dismantling and removal of exhibits may not begin until after the official closing time. Any special arrangements for the build-up or dismantling and removal of exhibits must be made in consultation with the Exhibition Organizers.



View one open side*



floor plan*

* indicative picture

Technical Specifications

Height
250 cm

Open sides
one side

Carpet floor
moquette grey (240)

Structure
Octanorm panels grey h 250 cm

Frontal Graphic
1 signboard every open side dim. cm 195X30

Furniture
1 round table cm 70 H75
2 chairs
1 basket

Electrical system
2 lights, 1 multi-socket

Courtesy kit
4 hooks with plastic cables to hang your own materi

*All walls can be customized upon request and
at the expense of the exhibitor*



SEDIA BIANCA
WHITE CHAIR



PAYMENT TERMS, CONDITIONS & EXHIBITION STAND ALLOCATION

An exhibition booking is regarded as a requested booking upon issuance of the invoice by Aqua-Media International Ltd. **Full payment is due to Aqua-Media International Ltd. on receipt of invoice. Bookings will not be confirmed until payment is received, although spaces may be reserved pending payment for up to three weeks. After that the Organizers reserve the right to re-sell the space.** You can check the payment status of your stand online by visiting www.hydropower-dams.com, under the Events and HYDRO Exhibition section. If your status is blue (reserved), we have not received a payment. In such a case, please contact us urgently to secure your position.

Payment Conditions:

From 1 July until 14 August 2025	50% Cancellation charge of total stand cost
From 15 August 2025 onwards	100% Cancellation charge of total stand cost

Cancellations

In the event that an exhibitor wishes to cancel some or all of its allotted exhibit space, the exhibitor may request and the event organiser may grant such cancellation, but only with the following understandings: (i) all cancellations must be requested in writing and addressed to Aqua-Media International to the following email address: sales@hydropower-dams.com. The event organiser assumes no responsibility for having included the name of the exhibitor in the exhibition catalogue, brochures, news releases, or other materials.

Liability

Neither the event organiser nor its agents or representatives will be responsible for any injury, loss, or damage that may occur to the exhibitor or to the exhibitor's employees, invitees, licensees, or guests, or exhibitor's property, from any cause whatsoever. Under no circumstances shall the event organiser or its agents or representatives be liable for (i) any special, indirect, incidental, or consequential loss or damage whatsoever, or (ii) any loss of profit, loss of use, loss of opportunity, or any cost or damage resulting from any such loss. The exhibitor acknowledges that the risk allocations of this section are reasonable based on the understanding that the exhibitor shall obtain, at its own expense, adequate insurance against any such injury, loss, or damage. The event organiser shall not be liable for failure to perform its obligations under the agreement as a result of strikes, riots, acts of God, or any other cause beyond its control. The exhibitor assumes full responsibility and liability for the actions of its agents, employees, independent contractors, or representatives, whether acting within or outside the scope of their authority, and agrees to defend, indemnify, and hold Aqua-Media International, the exhibition hall, and their respective privies, harmless from and against claims resulting directly or indirectly from the actions or omissions of the exhibitor and/or exhibitors agents, employees, independent contractors, or representatives, whether within or beyond the scope of authority. Exhibitors need to ensure that stand material and the exhibition stand is made of fire-proof materials, which conform to normal European class one standards.

Force Majeure

If the exhibition hall is damaged or destroyed by fire, the elements, or any other cause, or if circumstances make it unreasonably difficult for the event organiser to permit the exhibitor to occupy the assigned space during any part or the whole of the exhibition, then during such circumstances the event organiser, the building management, and their respective privies will be released and discharged from the obligation to supply space, and the exhibitor will be reimbursed a proportionate share of the booth rental previously received by the event organiser from the exhibitor. Aqua-Media International reserves the right to cancel, re-name, or relocate the exhibition or change the dates on which it is held in the unlikely event of a major local incident.

Insurance

Insurance of stands and equipment is the Exhibitor's responsibility. Neither the Organizer nor the venue operator can be held responsible for loss or damage to any of the Exhibitors' materials. For the term of the Agreement, the Exhibitor shall at all times maintain insurance sufficient to cover liabilities. Exhibitors should also be covered against contractual obligations and any claims which may ensue from transportation to and from the event venue and against any claims which may be made by third parties, e.g. the venue or the Organizers and/or their insurers, in respect of injury or damage sustained in any way whatsoever inside or outside the event venues. If any conditions within the Exhibitor Manual are infringed, the responsibility for any accident will be exclusively with the Exhibitor who must have contracted an insurance policy for unlimited civil liability for harm to third parties, albeit person or objects.

Bankruptcy or liquidation

In the event of an Exhibitor becoming bankrupt or entering into liquidation (other than voluntary liquidation for the purpose of amalgamation or reconstruction) or having the Receiver appointed, the contract with such an Exhibitor will terminate forthwith, the allotment of stand space will be cancelled, and all sums paid by the Exhibitor under contract shall be forfeited.

Aqua-Media International reserves the right in consultation with the exhibitors **to change the stand position if necessary to respect health & safety regulations and final exhibition design. All efforts will be made to avoid such a necessity.**

By agreeing to the conditions and joining the event in person, the exhibitor and all of its employees and contractors also pledge to adhere to additional rules specified in the Exhibition Manual, that will be distributed by email before the event, and which will also be available upon request by email or as a hard copy before and during the event. Aqua-Media International reserves the right to ask any exhibitors to leave if they are grossly in breach of the above rules and the rules specified in the Exhibition Manual. Aqua-Media International reserves the right to refuse participation of a company and its employees as exhibitors and delegates, if it perceives a conflict of interests between the companies or individuals, or any potential conflict with the mission of the event, or policies of the host country/co-hosts.

EXHIBITION RULES AND REGULATIONS

Material reception and installation

For the purposes of installation, exhibiting or participating, companies must bring their materials directly to their stand only during the setup times specified. Otherwise, they can be sent to the authorized shipper, Fairexx. Bologna Fiere S.p.A. will refuse acceptance of materials sent directly to the venue.

The same procedure must be carried out for the collection of goods, which can be done directly by the fitter during dismantling times or by Fairexx. Any materials left at the end of the disassembly time will be picked up by Fairexx and can be collected at their warehouses upon payment of the service.

Goods loading/unloading and logistics operations in general must be agreed in advance with Bologna Fiere S.p.A. If for technical and/or organisational reasons it is necessary for motor vehicles to remain for an extended period of time in areas owned by Bologna Fiere S.p.A. , the operational procedures and relevant areas must be agreed on in advance. Vehicles can stay in BolognaFiere areas only for setup and dismantling; during the congress days they have

to park in the payment parkings or truck parkings in the city. The number of vehicles present at the same time in the outdoor area must be agreed with Bologna Fiere S.p.A. according to the type and size of the vehicles. Please note that exhibitors are normally admitted from [Via Calzoni 1/5](#) and that vehicles should not exceed 20 metres in length.

Unloading and handling operations (including material delivered by carriers or delivery firms) must be organised by the Licensee (hereinafter referred to as Organiser) or by the individual Exhibitor companies under their complete responsibility. No operations will be performed by Bologna Fiere S.p.A. , which is not in possession of goods lifting and handling equipment. Requests for portage staff or equipment must be submitted to Bologna Fiere S.p.A. in advance.

Bologna Fiere S.p.A. will not provide equipment for use by the Licensee, who must therefore obtain the necessary loading and unloading equipment.

Lift trucks and pallet trucks belonging to the Organiser/Exhibitor/Installer may only be brought into the premises with the prior consent of Bologna Fiere S.p.A. staff. To avoid scratching or damaging the floors, such equipment must have tyres with inner tubes and may only be operated along the designated routes. If the technical staff of Bologna Fiere S.p.A. do not consider the trucks belonging to the Organiser/Exhibitor/Installer to be suitable for access to the exhibition spaces, they must be left outside the entrance doors. On request, Bologna Fiere S.p.A. may provide lift trucks that are suitable for access.

It is forbidden to fix any material to the floor using adhesives and/or glue of any kind. Damage resulting from unauthorised installation methods (traces of adhesive tape, tears, stains, etc.) will be charged to the Updated December 2024 Organiser. The maximum permitted height of stands is 4.50 metres unless authorisation has specifically been granted to the contrary. The exhibition areas have a loadbearing capacity of 300 kg/m² . The same indications as in the previous articles apply to any outdoor exhibition areas set up in temporary structures, while in the case of the outdoor area the existing paving has a maximum load capacity of 250 kg/m² . Structures with a greater or inadequately distributed weight may not be installed. It is strictly forbidden to perform operations of cutting, welding, polishing, etc. on the premises. Such operations may be carried out in external areas, subject to authorisation by technicians from Bologna Fiere S.p.A.

The stand set-up materials used by exhibitors must comply with fire prevention regulations and in all cases must be naturally fireproof or rendered fireproof using suitable products as required by law. The use of incombustible, naturally fireproof or fireproofed material with a European fire reaction class as per Ministerial Decree 15/03/2005, as amended and supplemented, corresponding to the relevant “class 1” or “class 0” of the national regulations will be permitted for stand set-up.

Any fireproofing treatments on combustible materials that are introduced for stand set-up purposes must be performed prior to installation on the stands.

Before entering the premises, the Organiser, Exhibitors and Installers, under their own responsibility and at their own expense, must read the DUVRI (Unified Document for the Evaluation of Interference Risks), drawn up pursuant to art. 26, paragraph 3 of Legislative Decree 81/08, as amended and supplemented, and to Interministerial Decree 22 July 2014 “Decreto Palchi” (Stage Decree) as well as the relative interpretative Circular No. 35 of 24 December 2014, and published on the website of Bologna Fiere S.p.A. , <https://www.bolognacongresscenter.com/en/documents/>. The Licensee, the contractor companies and the workers must examine the DUVRI with the utmost attention and submit their observations and/or supplementary notes to Bologna Fiere S.p.A. In the absence of comments or notes, the above-mentioned document shall be considered approved.

Documentation to be produced

Before commencing stand set-up operations, the Organiser and/or Exhibitors must send Bologna Fiere S.p.A. the stand project, stamped and signed by a qualified technician, and related technical documentation to be transmitted to Bologna Fiere (to the email indicated by the contact person of Bologna Fiere for the event) within 30 days from the beginning of the event. Bologna Fiere reserves the right not to allow the assembly of installations that have not been previously approved. The Organiser and/or Exhibitors must also send a declaration certifying compliance with applicable standards and these regulations, using the attached form ME1 "INSTALLATION DECLARATION", listing the materials used for their stand set-up, as well as the "DECLARATION OF CONFORMITY OF ELECTRICAL INSTALLATIONS", AND THE RELATED COMPULSORY ANNEXES ME2, for which the relevant form is attached. Upon completion of the stand set-up operations, for each installed stand the Exhibitor must provide Bologna Fiere S.p.A. with the declaration of conformity of the electrical system (pursuant to Ministerial Decree 37/08) for the section falling under the responsibility of the stand fitter (from the point of delivery by Bologna Fiere S.p.A.) drawn up by the installation company. Said declaration of conformity may be delivered by hand to a representative of Bologna Fiere or sent by email to service@bolognacongressi.it. In the absence of this declaration, it will not be possible to connect the stand to the electricity supply. Moreover, exhibitors are required to keep declarations of conformity, type approvals and/or test reports on their stands for the entire duration of the Exhibition for easy identification in the event of checks by the competent authorities or technicians of Bologna Fiere S.p.A. The following is a non-exhaustive list of examples of documents that must be retained:

- correct assembly of the structures and inspection in the event they are more than 3 metres in height
- for the materials used in the stands, such as fabrics, textiles, coverings, fireproof treatments:
 - ministerial type approval (manufacturer)
 - declaration of conformity (supplier)
 - declaration of correct installation of stand set-up materials (stand fitter).

NB: Connections to and disconnections from the Bologna Fiere fixed utility systems must be performed exclusively by personnel from specialist companies authorised for this purpose by Bologna Fiere, who shall be solely responsible for determining the appropriate number, position and type of supply points. The Principal of the temporary works and systems (Licensee and/or Exhibitor) must verify the technical and professional suitability of the contractors in accordance with art. 26 of Legislative Decree 81/2008, as amended and supplemented. The employers of the companies involved must coordinate and cooperate in performing the activities within the premises granted for use in accordance with the applicable occupational health and safety regulations. It must be verified, amongst other things, that the companies involved are up to date with their social security contributions and insurance coverage. Updated December 2024

It is strictly prohibited to deposit flammable materials anywhere on the premises. Cleaning products must be stored in the minimum quantities necessary for daily requirements.

It is strictly prohibited to deposit combustible materials anywhere on the premises. Products to be exhibited (books, magazines, publications, etc.) must be positioned in such a way that they are not in contact with or in proximity to lights or heat sources.

No materials of any kind may be deposited, even temporarily, along the escape routes or near the emergency doors, which must be kept free and clear of obstacles at all times. Any obstructing materials that are found in proximity to these routes may be removed and the consequent cost charged to the responsible party (Installer/Exhibitor)

Stands must always be set up in such a way as to allow socket points to be inspected.

Stands must always keep within the assigned spaces without encroaching on passageways or transit areas, which must never be less than 1.20 m wide and which in any case must comply with the layout produced by the organiser and agreed with Bologna Fiere S.p.A.

The venue is furnished in accordance with fire regulations. The devices provided (fire extinguishers, hydrants/hose reels, etc.) are suitably marked. Individual exhibitors must equip themselves with one or more portable fire extinguisher(s) depending on the size of the stand.

Electrical systems

The spaces in question are classified as public show venues subject to greater risk in the event of fire, so the electrical systems of the exhibition stands must be installed taking account of the CENELEC - CEI standards in force for these spaces with particular reference to standard CEI 64/8 section 7 (Trade Fairs, Exhibitions and Stands). The exhibitor must observe laws relating to electrical systems, with particular reference to Ministerial Decree 37/08. Every stand may be connected to the mains power supply in the exhibition areas according to the instructions given by technical personnel from Bologna Fiere S.p.A. It is strictly forbidden for Exhibitors to connect up the power supply under their own initiative or to alter or tamper with the mains electricity system of Palazzo dei Congressi. Exhibitors may connect to the CEE sockets made available by technical personnel appointed by Bologna Fiere S.p.A. only after presenting a copy of the declaration of conformity required by Ministerial Decree 37/08. Special needs will be assessed and priced on a case-by-case basis.

In the case of electrical systems installed by foreign companies, the Exhibitor shall be responsible for verifying compliance of the systems with the applicable IEC-CENELEC-CEI Laws and Standard; such conformity must be proved by an inspection of the system carried out by a qualified technician appointed by Bologna Fiere. The exhibitor must request the service at the address service@bolognacongressi.it. In the event that any non-compliance with current regulations is observed, the Exhibitor will be obliged to adapt the system according to the instructions provided by the technician appointed by Bologna Fiere in order to ensure that the electrical systems comply with Legislative Decree 81/08, as amended and supplemented, and the relevant CEI regulations. For the purposes of safety, the electrical systems in the venue the service of exhibitors should be considered live at all times, even though they may momentarily be disconnected.

Each booth will be given 3KW electrical supply as standard, but an energy supply of up to 20 kW is permitted for each individual stand on request and at an additional cost. Any power exceeding the limit specified in the "OBLIGATORY EXHIBITION AREA ACTIVATION" document must be requested in advance from the Bologna Fiere S.p.A. technical department and will be provided in accordance with technical capabilities and subject to availability at the sole discretion of the Bologna Fiere S.p.A. technical department. If electrical power greater than 20 kW is required, a case by case assessment will be made as to whether it is possible to provide dedicated electrical systems, which will be charged separately.

The sockets available for exhibitors are based on the standard 32A five-pole 380V model. All connections to the exhibitor power supply must be agreed upon, managed and coordinated with the technical staff of Bologna Fiere S.p.A. Characteristics of electricity supply The distribution system for active conductors is three-phase with neutral, 4 conductors: the power supply consists of alternating current at a mains frequency of 50 Hz (with a margin of tolerance of $\pm 2\%$) and a voltage of 380 Volt three-phase and 220 Volt single-phase (with a margin of tolerance of $\pm 10\%$). Bologna Fiere S.p.A. will accept no responsibility for variations in the above-mentioned values attributable to the power grid of the power supply company. The exhibitor undertakes to check the electrical characteristics of the power supply when connecting his system, releasing Bologna Fiere S.p.A. from any liability for damage caused by failure to perform checks or any other cause.

Exhibitors are in any case obliged to protect their electrical systems by installing suitable magnetothermal differential circuit breakers as required by law with a breaking capacity of no less than 6 kA and a differential tripping current of no more than 0.03 A. The electrical panels must be equipped with an omnipolar general Updated December 2024 switch capable of disconnecting power from the entire stand. Any electrical panels on the stand must also be accessible to service and security personnel.

The electrical distribution system of Palazzo dei Congressi is of the TN-S type. All fixed and mobile user devices and all metal structures accessible to the public must be earthed to the point available at the connection provided by Bologna Fiere S.p.A.

Any electrical lines from the stand to the distribution points will be the full responsibility of the Organiser and the Exhibitors, who must use qualified companies or their own specialised personnel. All stand assembly and disassembly work must be carried out after the electrical equipment has been disconnected from the mains power supply of Palazzo dei Congressi and Ex-GAM.

The Organiser and the Exhibitor shall be liable for any damage resulting from failure to comply with laws, CEI standards or fire, safety and accident prevention regulations. Bologna Fiere S.p.A. shall not be held responsible for any damage, including damage to third parties.

Lighting equipment must be flame and ignition resistant and suspended lamps must be mounted in such a way that their movement does not cause mechanical stress to their power supply cables. For the purposes of safety, lighting equipment must be fixed in a stable fashion as prescribed by the manufacturer and protected by a dual safety system (chain or steel wire) against falling, either accidentally or in the event of collapse of their supports. Fixing solely by means of clamps is not sufficient. Lamps must not be within reach of the public and must therefore be installed at a height greater than 2.5 metres from the floor. In addition, in transit areas they must be positioned and protected in such a way that they cannot be damaged by impacts or other mechanical actions: all spotlights must be equipped with dedicated impact protection and anti-fall screen to prevent incandescent material from being ejected in the event of breakage. Lighting equipment must be maintained at an adequate distance from the objects being illuminated and well clear of combustible materials as indicated in the following table:

- 0.5 metres up to 100 W
 - 0.8 metres from 101 to 300 W
 - 1 metre from 301 to 500 W
- 8.11 In the case of stands located in external structures, light fittings of any kind accompanying the stands must be positioned at a distance of at least 1 metre from the structure.

Custom stand contractor access passes (Monday & Tuesday)

Only custom stand exhibiting personnel and their contractors will be able to access the premises for both the build-up and dismantling periods and will need to identify themselves at the entrance.

General Event Rules & Regulations

In the following regulations and conditions, the term 'Exhibitor' describes any company or organization that has made a successful application for space allocation in the technical exhibition to be organized in the framework of the event, or any agent or representative acting on behalf of the Exhibitor. The application for exhibition space is legally binding on the exhibitor pending its acceptance in writing by the Organizer.

At its sole discretion, the Organizer may amend or modify these regulations by posting notice of the amendment(s) or modification(s) on the Conference website before the latter shall become effective. Any aspect that is not covered by these regulations is subject to approval by the Organizer. Each company is responsible for communicating these regulations to its staff and its appointed agencies.

Summary of key points Exhibitors are not permitted to:

- During exhibition hours all stands are to remain in their entirety, and no dismantling or removal during this period is permitted.
- Use any incentive gifts or brochures with the Conference logo, without the prior permission of the Organizers.

- Exhibitors must respect the conference opening and closing hours, and are not allowed to remain in the premises outside of the official opening hours.
- Erect or use names or trademarks which may be misleading or cause hindrance to the Exhibitors at the other stands or to the Conference visitors.
- Drill, screw or nail the walls, ceilings, floors or columns of the exhibition areas.
- Place any heavy loads either on the structure of the walls and columns, or any of the technical installations of the Halls due to decoration or the objects on display.
- Hang advertising from the ceilings of the halls or to affix stand parts, posters or other promotional material to columns, walls, girders, etc. of the venue within or outside the stand space assigned.
- Dig trenches, anchorages or to make other structural alterations inside the venue, unless explicit authorisation has been obtained from the owners.
- Use the conference logo and branding without the prior permission and approval of the Organizer.
- Paint or glue, in any way or part of the exhibition area.
- Place articles to be exhibited in a manner, which, in the Organiser's opinion, affects or hinders neighbouring stands (e.g. with regard to the visibility of the neighbouring stands).

Participant definition and conflict of interests

Exhibitors (either individuals or companies) should be engaged in some aspect of planning, designing, implementing, operating, supplying or maintaining hydro powerplants, dams or associated works, or researching, studying or promoting these activities in a professional capacity. Generally, exhibiting organizations shall be government bodies, utilities, operators of hydraulic works, design or consulting engineers, researchers, academic institutions, financiers, equipment suppliers or professional associations. There may be additional categories at the discretion of the Organizers.

The Organizers reserve the right to refuse companies, organizations or individuals not falling in the above categories the right to take part in the event. Any organization perceived to have business interests in conflict with either the mission of the Conference and Exhibition, or with the Organizers or Co-organizers, will not be allowed to register. The Organizers reserve the right to deny access to any organization or individual who has misrepresented his/her role or activities at the time of registering for the event.

Use of conference logo and other parts of corporate identity

Aqua-Media International Ltd holds the event's logo as its intellectual property, and denies the right for any individual or company to use this logo in his/her/its own promotional material, or on gifts to be distributed to delegates, unless prior permission has been given. Any exhibitor wishing to use the logo on any poster or other document must contact Aqua-Media International a minimum of two weeks before the event, to seek permission.

Banners, posters and leaflet distribution

No rigging of banners will be permitted in the exhibition area outside the stand area, as this may interfere with official conference signage. Rigging of truss systems or ceiling grids is not available at the venue. Posters may not be displayed in the foyer, session hall foyers, corridors, or any other public areas within the premises. Leaflets or other promotional material may not be distributed from anywhere other than the exhibition stands. Leaflets displayed or distributed at any other point throughout the venue may be removed and destroyed by the Organizers.

Customs

It is the Exhibitor's responsibility to carry out correct customs formalities. Please contact the embassy in your country for the latest instructions and advice well in advance.

Dangerous materials and exhibits

Explosives or dangerous combustible materials are not permitted at the venue. Any material or exhibit not approved by the appropriate authority or by the Exhibition Organisers must be removed from the building at the request of the Exhibition Organizers. Nails, screws or other fixtures may not be driven into any part of the premises, including floors. Nor may any part of the Premises be modified in any way. Should any such damage occur, the Exhibitor responsible will be invoiced for any reparation charges incurred. Exhibitors are reminded that they must comply with any reasonable instructions to avoid the risk of fire and are advised that the venue has stringent regulations governing materials used on site during an exhibition.

Free Wi-Fi

Wireless internet with limited data throughput capacity will be available throughout the exhibition. This is intended for low data transfer usage, such as accessing your email. Users downloading excessive amounts of data will be automatically disconnected.

Social functions

The event provides Exhibitors with the opportunity to network with colleagues from around the world during the official social events. Exhibiting or sponsoring companies can organise social functions outside the hours of the conference and its social events on the first and last days.

Electricity, sockets and adapters

If you require additional electricity input and connection, please order this through the web shop..

Stands with a floor

A platform floor is advised if heavy equipment is stored on the stand (100kg/m² or more). Authorisation must be requested in writing to the Organizer with a descriptive report. The platform sides must be closed and finished neatly. The platform edges must be safe (secured, safe and easily visible). Platforms should be placed within the stand perimeter. The floor, columns and installations (distribution boxes, piping, rented shell stands, etc.) of the venue shall be left in the same state they were found in. Any damage must be repaired by the Exhibition agent at the Exhibitor's expenses.

Stand decoration

The exhibitor must ensure that his/her stand is ready at least thirty minutes before the official opening of the exhibition on each day of the Conference. Articles to be exhibited must be kept within the stand perimeter.

Exhibits are not to be removed until the exhibition has closed, including on the last day of the conference.

Under no circumstances may the exhibitor increase the exhibition space beyond the space that has been allocated. The Exhibitor or his/her contractor may not interfere with the exhibition building in any way whatsoever. Any damage caused by acts of negligence will be the responsibility of the Exhibitor, who will be required to indemnify the Organizer and its contractors against any claim arising from such damage. Pillars that are not part of the reserved floor space may not be decorated. No flammable materials may be used. Equipment displayed or demonstrated must be installed according to the safety regulations issued by the conference venue. Excessive audible and visual attention-seeking devices or effects are prohibited. In the event of emergency repairs, all exhibitors must comply with works within the premises of their stand.

Stand bookings, delegate registration and services cancellation and changes

[Stand cancellations or changes must be made in writing to Aqua-Media International. Standard cancellation charges will apply. Cancellation of registered delegates \(including exhibitor registrations\) must be made in writing. Cancellation fees may apply.](#)

Waste disposal & Storage of empties

No refuse such as empty cartons, crates or shipping packaging may be left in the aisles. Please contact the Organizers or official freight forwarder for handling and storage of your empty boxes for the duration of the exhibition.

It is the responsibility of the exhibitor to ensure that all debris and waste material including packaging are completely removed from the exhibition area prior to the opening of the exhibition and at the end of the event. The exhibition area will be cleaned prior to and during the event. Once the dismantling deadline has expired, any goods still inside the venue areas will be considered as abandoned and will be removed, without assuming any

responsibility. Any expenses occurring will be charged to the exhibitor. Exhibitors are responsible for keeping the inside of their stands clean, and can order additional cleaning services.

Smoking

Smoking is not allowed at the venue; the conference is a non-smoking event.

Conduct of exhibitors and representatives

The Exhibition Organizers reserve the right to stop any activity on the part of any Exhibitor that may cause annoyance to other exhibitors or visitors. Exhibition stands should create the opportunity for the company to show and display information relevant to both the company and their products, and other scientific information that they may choose. Activities not related to the profession of hydropower development are deemed inappropriate under this Code of Practice. The standard of exhibition stands will be under the scrutiny of the Organizers.

Partially or wholly subleasing or otherwise relinquishing a stand to a third party as well as private arrangements for exchange of stands or floor space between Exhibitors without the express permission and acceptance of the Organizer is prohibited. Advertising material or signs of persons or companies other than those actually renting the space are prohibited. Exhibitors may not use audible equipment which may be heard outside the exhibitors' assigned space. Live presentations are not permitted without prior approval from the Organizers.

Publicity material shall be displayed and/or given away only from the Exhibitor's own stand. Leaflets displayed at any other point throughout the premises will be removed or destroyed by the Exhibition Organizers. Competitions, contests, lotteries, raffles are subject to the approval by the Organizer. Projected images, however generated, may not play on to aisles or on to other stands. An Exhibitor may not, except by express written permission of the Exhibition Organizers, display directly or indirectly, advertise or give credits to any products other than his own or his named principal's. Exhibitors will not be allowed to display exhibits in such a manner as to obstruct the light or impede or project over walkways or affect the displays of neighbouring exhibitors. Walkways must at all times be kept clear and free for passage. All emergency exits and access to service areas are to be kept clear at all times and must not be restricted or rendered unrecognisable. Public walkways shall remain the means of escape even during build up and break down periods. Any Exhibitor who continues to cause obstruction or nuisance after notice has been given will be liable to have his stand removed by the Exhibition Organizers at the Exhibitor's expense and risk.

Catering

If you require any catering services for your stand, above and beyond what is already provided during the refreshment breaks, lunches and social events, please contact gestioneffb@bolognafiere.it

Surveillance and security

The Organizer undertakes the general surveillance service of the exhibition area during the day. The Exhibitor shall be responsible for the surveillance of his stand and exhibits. Exhibitors are recommended to pay closer attention to the exhibits during the stand construction and dismantling periods. We strongly recommend exhibitors to secure their stand against theft or damage, and arrange appropriate insurance. Valuable objects, which may easily be removed, should be locked away during the night or whenever the stand is left unattended. The Organizer accepts no responsibility for damage or theft of objects left at stands.

Fire and Safety Regulations of the Venue

Smoking and open fires are absolutely prohibited during the Conference and Exhibition within the entire Congress Centre, including its hallways and terraces. All escape routes must be kept free at all times, not blocked by any objects which could hinder possible evacuation, and must have a minimal passage width of 2 m between the rows of stands if these form a continuous line/s. Escape routes and exits, electricity distribution boxes, main switches, and media seals (gas, electricity, water etc.) must not be blocked or narrowed. The same rule applies to all facilities for provision of fire protection, i. e. fire extinguishers, fire hydrants, electric fire alarm sensors (EPS), heads of stationary extinguishing systems (sprinklers). Exhibitors are prohibited to use, store, or handle in any way flammable or fire-supporting substances or liquids, bottled-gas burners, cookers and portable heating (both gas and electric), as well as pressure tanks (bottles) filled with propane-butane or other compressed technical gases. The lessee is obliged to ensure that the maximum number of persons in individual rooms/areas is not exceeded, with regard to evacuation capacities. All stand materials shall be fireproofed and conform to M1 quality on materials that in their normal state are fairly or easily flammable.

