



EXHIBITION PARTICIPATION FILE

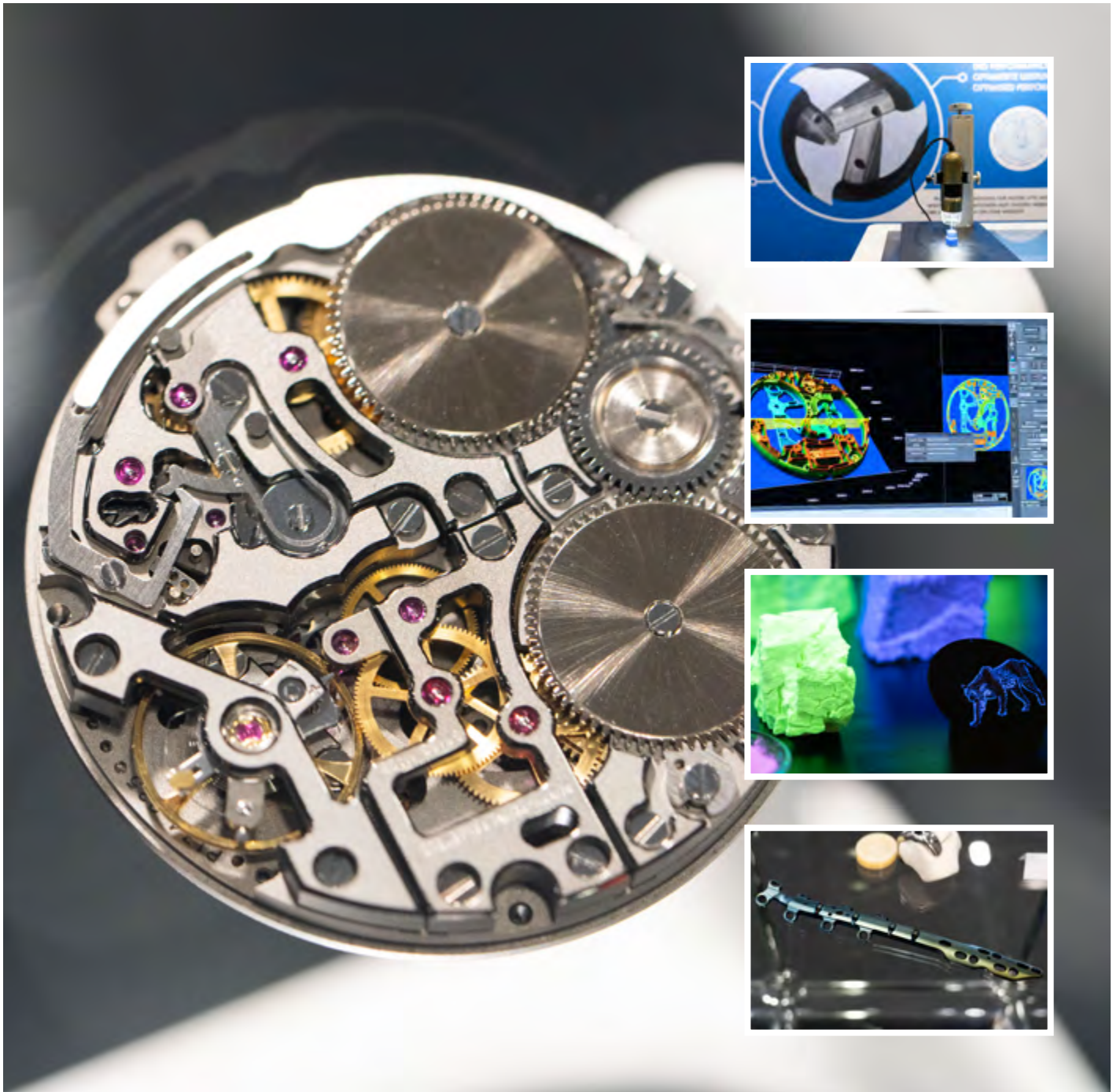




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1. EPHJ SHOW

The EPHJ is the world's leading high-precision trade show, which brings together suppliers of watchmaking, jewelry, microtechnology and medical technology.

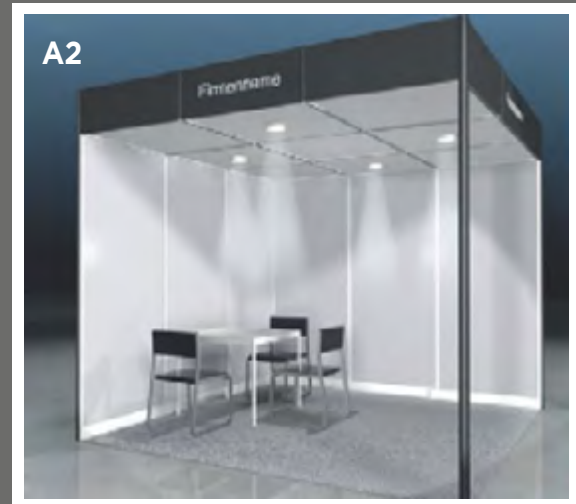
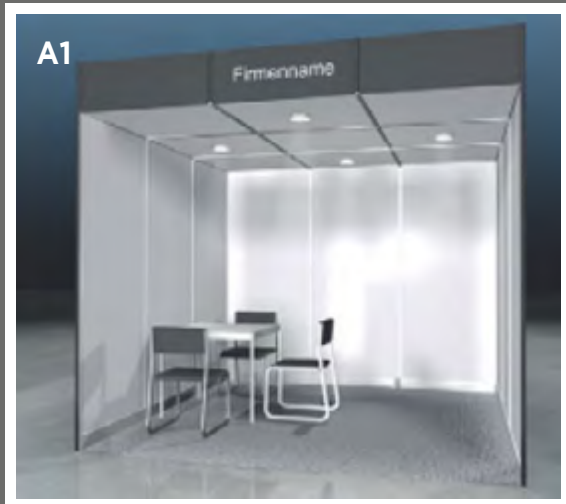
2. BOOTHS AND PRICES (prices excluding taxes)

The EPHJ is an exhibition for which the compulsory modular stands are assembled and supplied. The description of the modular stands is available on the exhibitor portal.

Prices:

RENTAL TARIFFS	CHF
RATE DURING THE SHOW - Before 09/06/2023	
- 1 module	5'350.-
- additional module(s)	5'100.-
Before 15/09/2023	
- 1 module	5'600.-
- additional module(s)	5'350.-
Before 31/12/2023	
- 1 module / modulo	5'900.-
- additional module(s)	5'650.-
Late registration 31/12/2023	
- 1 module	6'200.-
- additional module(s)	5'950.-
1 module of 9 sqm includes:	
- 1 fitted stand (see descriptive)	
- Shared Wifi	
- 1 basic inscription in the official catalogue	
- Registration fee	
- Parkcard:	
1 (from 1 to 3 module); 2 (from 4 to 6 module); 3 (starting from 7 module) /	
- 3 exhibitor-cards per 9 sqm (max. 12)	
REGISTRATION FEE FOR CO-EXHIBITOR	
- max 2 co-exhibitors per module	2'300.-
Includes: 3 exhibitor-cards, 1 parkcard on request, 1 inscription in the catalogue	

Module types:



Dimension and structure of a module:

- 3m x 3m
- Light grey carpeting
- Aluminum ceiling with white filler panels
- Height 2,40m
- Economic spotlights 20W, 4 pieces per 9m²

Furniture included with one module:

- 1 table
- 3 chairs
- The banner of the stand

The electrical supply is not included in the basic modular stand. The latter must be ordered in the quantity you require via the Palexpo online shop, which can be accessed via the exhibitor portal as soon as the stands are allocated.

For more details, please consult the [complete description of the modules](#).

3. YOUR PLANNING: IMPORTANT DATES

(subject to change)

Objets	Actions	Deadlines	Contact
Exhibitor catalog	Data entry, in several languages, via the exhibitor portal	15 April	contact@ephj.ch +41 22 761 14 16
Stand allocation	During March 2024		contact@ephj.ch
Technical orders	Place your orders in the Palexpo online shop, including the mandatory electricity	Please refer to the exhibitor portal	Stand A-J : Sonia Arbesu sonia.arbesu@palexpo.ch +41 22 761 11 27 Stand K-S : Stéphanie Almazan-Bezon stephanie.almazan-bezon@palexpo.ch +41 22 761 13 81
Booth banner	Login to the Eigenmann shop via the exhibitor portal		Corinne Eigenmann ephj@eigenmann-expo.ch +41 21 636 16 96
Design project			
Furniture orders			
Exhibitors Grand Prix	Participate online via the exhibitor portal	30 April	grandprix@ephj.ch
Deposit invoice	On receipt of the application form	In accordance with the payment deadline	
Final invoice	From February 2024	In accordance with the payment deadline	
Build-up	In accordance with the assembly instructions Dispatch at the beginning of May Available on the exhibitor portal	7 - 10 June	contact@ephj.ch
Dismantling	In accordance with the assembly instructions Dispatch at the beginning of May Available on the exhibitor portal	14 - 15 June	contact@ephj.ch
Exhibitor badges	Creation of your badges via the exhibitor portal	6 May	contact@ephj.ch
Catering service	Organize your cocktails		Gontrand Toulet gontrand.toulet@palexpo.ch +41 22 761 15 05

4. OPENING AND ACCESS HOURS

(subject to change)

Opening hours for visitors:

Tuesday	6 June 2023	fom 9 am to 6 pm
Wednesday	7 June 2023	fom 9 am to 6 pm
Thursday	8 June 2023	fom 9 am to 6 pm
Friday	9 June 2023	fom 9 am to 4 pm

Exhibitors access hours:

Tuesday	6 June 2023	fom 7 am to 7 pm
Wednesday	7 June 2023	fom 8 am to 7 pm
Thursday	8 June 2023	fom 8 am to 7 pm
Friday	9 June 2023	fom 8 am to 10:30 pm

5. ORGANIZER

EXSAL SA
c/o Palexpo SA
P.O. Box 112
1218 Le Grand-Saconnex, Switzerland

Tel: +41 22 761 14 16
E-mail: contact@ephj.ch
Website: www.ephj.ch

6. EXHIBITORS: WHO ARE THEY?

The exhibitors are from 3 different sectors

- Professional environment of watchmaking and jewelry
- Professional environment of microtechnologies
- Professional environment of medical technologies

7. REGULATIONS

The complete EPHJ exhibition regulations, available on the exhibitor portal, complement **the Palexpo regulations**. Both documents can be found on the websites <https://ephj.ch/wp-content/uploads/2023/07/Exhibition-Regulations-2024.pdf> and https://assets.palexpo.ch/public/reglementation-generale-palexpo/general_regulations_palexpo.pdf.



8. BOOTH ALLOCATION

The Organizer alone will allocate the stand location and surface area, subject to payment by the Exhibitor of the first deposit invoice. The Organizer will endeavor to draw up an exhibition plan considering the Exhibitor's wishes as to the size and location of the stand. The Exhibitor's wishes regarding the location are not binding on the Organizer. The Organizer reserves the right to move an allocated stand space, to change the dimensions or configuration of the stands within acceptable limits and insofar as this is compatible with the layout concept and the overall presentation of the exhibition. The implementation of such a prerogative will not give rise to any compensation whatsoever in favor of the Exhibitor.

8.1 Aménagement du stand

EPHJ Trade show is a modular hall where stands are mounted and supplied. The Exhibitor cannot bring/set up its own stand. It can freely arrange the inside of the stand that is provided by the organisation, while respecting the following rules:

- **Walls:** any wall, curtain, fixed decoration, etc. installed by the Exhibitor will have to be 25 cm from the limits of the stand overlooking the corridors. At the edge of the stand, overlooking the corridors, only the walls provided by the Organiser can be installed, which must remain free from any decoration or display. In order not to obstruct the view of other exhibitors, the stand must not have a wall area (provided by the Organiser) of more than 3 continuous linear metres. Should the wall space be larger, it is mandatory that the Exhibitor integrate either a display (set back 25 cm) or a showcase to cover the closed side of the wall. In order to ensure visibility for all, an Exhibitor wishing to place more than 3 metres of Organiser-supplied walls along a corridor is likely to be placed on a wall of the Exhibition at the discretion of the Organiser;
- The **limits of the stand** must not be exceeded in any case with any element whatsoever (display, flag, tablet, roll-up, furniture, machine or machine element, mobile device, robot, etc.), this as well in aisles above the stand;
- The **open sides** of a type A stand (1 open side for A1 type and 2 open sides for A2 type), must remain open. It is however allowed to close them partially with a wall provided by the Organiser, but on a third of the maximum length;
- **Showcases at the edge of the corridor:** only the low showcases can be placed at the edge of the corridor. The company logo may appear but no photo, text or other description. If this is the case, they will have to be set back 25 cm from the corridor;
- **TV screens:** the screens showing images should be set back 25 cm from the corridor.
- **Images and representation of finished products:** it is not possible to use representations of finished watchmaking or jewellery products for the purposes of decoration or animation (photos, drawings, videos etc.).

9. COMMUNICATION PACKAGES

Distribution:

- Newsletter: sent to approximately 30,000 e-mail addresses
- Daily: 2,500 copies distributed to exhibitors and visitors every morning
- Catalog: digital, available on the mobile application and the website. Visibility for one year for all exhibitors
- Website: 7'200 unique visitors on average per month
- LinkedIn: 42'000 impressions over the last 4 months (for 3'500 followers)

10. TECHNICAL SERVICES

Two different shops are available on the exhibitor portal: the Palexpo shop for technical services and the Eigenmann shop for fittings

PALEXPO SHOP

- Electricity (mandatory)
- Audiovisual services
- Hostesses and service
- Telecom, Internet
- Plants and flowers
- Etc.

SHOP EIGENMANN

- Submission of the stand design plan for approval
- Complementary equipment for the stand
- Furniture
- Lighting fixtures
- Hanging points
- Digital printing on wall or on veil
- Etc.

PARKING CARDS

- Included in the price: 1 card (1 to 3 booths), 2 cards (2 to 6 booths), 3 cards (7 booths and more)
- Additional parking cards can be ordered from the Palexpo Shop via the exhibitor portal
- All parking passes must be collected from the exhibitor contact during set-up.

11. CATERING

Organize your cocktails on your booth by placing your orders on the exhibitor portal, in the catering tab.

12. EXHIBITOR BADGES

The creation of exhibitor badges is done on the exhibitor portal. The number of badges available depends on the surface ordered:

Number of module	Square meter	Number of badges
1	9m ²	5
2	18m ²	8
3	27m ²	11
4	36m ²	14
5	45m ²	17
6 and more	54m ² and more	20

All invoices for the booth must be paid to print or send the badges to the employees concerned. Each badge must correspond to a unique email address. However, you can already enter the badges in advance. The badges are also available on the mobile application.

The badges are not sent automatically following the payment of the balance of the area, this sending must be done manually by you from the portal.

MAKING AN APPOINTMENT

When entering the badges, and only if you accept it, you can be contacted by visitors to make an appointment with your employees during the Show. These requests can be accepted or refused.

Visitors will be able to make their request only when the names of the employees present at the Show have been entered.

13. E-INVITATIONS AND BADGE READER

On the same platform as badge creation, you can send e-invitations in French and English to your customers and prospects. These e-invitations can be customized, and you can consult the statistics of your mailings at any time (openings, registrations, etc.) and send reminders. **YOUR LIST OF EMAIL ADDRESSES REMAINS STRICTLY CONFIDENTIAL AND WE CANNOT CONSULT IT IN ANY CASE.**

To scan the QR codes of the visitors, you can rent badge readers or buy the license for your smartphone.

14. HANDLING / TRANSIT / CUSTOMS

For any question related to customs, transport of goods or at unloading and reloading on site, please contact our partner EXPOLOG who will guide you through the various formalities.

CONTACT

ExpoLog (level -1 from the P12 parking, under the Ibis Hotel)

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