



The International Medical Cannabis Conference

March 14-15, 2022 | Tel Aviv

See you there!



Exhibitors' Technical Manual



14-15 March 2022 | Tel Aviv

Section 1: General Information

Congress Dates

Monday, 14 March until Tuesday, 15 March 2022.

Conference Secretariat

Kenes Group

Rue François-Versonnex 7 1207
Geneva, Switzerland
Tel: +41 22 908 0488

Exhibition Manager

Mrs. Hanna Safier

Tel: +972 54 678 7820
Email: hsafier@kenes.com

Project Manager

Dana Izraeli

Tel: +972 52 845 6470
E-mail: dizraeli@kenes.com

Registration & Hotel Accommodation

Shirley Milner

Tel: +972 3 9777 500 Ext. 815
E-mail: reg_cannx22@kenes.com

Sponsorship and Exhibition Sales Contact

Judit Gondor – Industry Liaison & Sales

Tel: +972 3 9777 500 Ext 531
E-mail: jgondor@kenes.com

Venue

Expo Tel Aviv

International Convention Center

Rokach Blvd 101

Tel Aviv-Yafo, Israel

<https://expotelaviv.co.il/en/>

Website

For updated information regarding the Conference, please visit the website:

<https://telaviv.cannx.org/>

Exhibition Related Table

Action Item	Deadline	Contact Person
Hotel Reservation for Staff	As soon as possible	
Company profile	As soon as possible	
Designed Stand Approval	Tuesday, 1 March	Hanna Safier hsafier@kenes.com
Text for Fascia (Shell Scheme stands only)	Tuesday, 1 March	Via Kenes Exhibitor's Portal
Lead Retrieval Wireless Barcode Reader	6 August, 2022	https://exhibitorportal.kenes.com
Badge Order Available only after submitting company profile	6 August, 2022	
Electricity	Monday, 28 February	Sukonik Ltd, Israel Contact: Avi Sukonik
Furniture Rental	Monday, 28 February	Mobile: +972-50-2051060
Carpet	Monday, 28 February	Tel: +972-3-6830044
Shell Scheme Extras	Monday, 28 February	Fax: +972-3-5186554
Graphics/Signage	Monday, 28 February	Email: office@sukonik.net Catalog and order form: https://telaviv.cannx.org/wp-content/uploads/sites/141/2022/01/CANNX22_Sukonik_Services.pdf
Audio Visual Equipment (Screens, Laptop, Desktop)	Monday, 28 February	main@ultrarent.co.il
Stand Cleaning	Monday, 28 February	hsafier@kenes.com
Delivery		
Door to Door Shipments	Please contact Merkur Expo	Irit Sofer
Shipment via Tel Aviv Warehouse		irit.sofer@merkur-expo.com
Exhibition goods - Direct Deliveries to Congress Venue		

Set up	
Sunday, March 13 For Space only	10:00-20:00
Sunday, March 13 For shell scheme and start up booths	14:00-20:00
Exhibition hours	
Monday, March 14	08:30-18:30
Tuesday, March 15	08:00-16:30
Breakdown/ Dismantling	
Tuesday, March 15	16:30-23:00

PLEASE NOTE:

- Empty crates and packaging material must be removed after set-up and no later than Sunday, March 13, 20:00
- All aisles must be clear of exhibits and packaging materials to enable cleaning.
- Any equipment, display aid or other material left behind after Tuesday, March 15, 23:00 will be considered discarded and abandoned. Any charges incurred for waste removal will be sent to the exhibitor.

**Dismantling of the stands before the official hour is not permitted.
All exhibitors should be in their booth 30 minutes before the official opening hour.**

Off Exhibition Information

Please note that the posters are displayed in the Exhibition Hall.

Please note:

It is the exhibitor's responsibility to dispose all materials after dismantling.
Any charges incurred for waste removal will be sent to the exhibitor.

Welcome Reception

You are cordially invited to the Welcome Reception which will be held in the Exhibition Hall on Monday, 14 March from 17:30.



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Section 2: Exhibition Floor Plan, List of Exhibitors

Exhibition Floor Plan & List of Exhibitors

The floor plan has been designed to maximize the exhibitor's exposure to the delegates.

For most updated floor plan and exhibitor list, please [click here](#).

Section 3: Exhibition Services

Exhibitor Badges

All exhibitors are required to be registered and will receive a badge displaying the exhibiting company name. Individual participant names will not appear on badges in order that they may be used interchangeably between staff members.

Exhibitor badges will be given as per your contract.

Two exhibitor badges will be given for the first 9 sqm booked and 1 additional badge for each 9 sqm after.

Any additional exhibitor's badges will be charged an exhibitor registration fee of **USD 110** each for pre-advanced orders.

Companies can purchase a maximum number of exhibitor registrations as follows:

- ✓ Stands of up to 60sqm - 15 exhibitor registrations
- ✓ Stands larger than 60sqm - 25 exhibitor registrations

The Exhibitors badges allow access to the exhibition area, refreshments, and Happy Hour.

Additional Exhibitor badges can be ordered online via the Exhibitor's Portal:

<https://exhibitorportal.kenes.com>

Please make sure that your Company Profile has been submitted **before** placing an order

Deadline: Tuesday, 1 March 2022

Each exhibitor will be contacted with login details to access the Exhibitor's Portal.

All personnel are required to wear badges to access the Exhibition. Company representatives not wearing their badges will not be allowed to access the Exhibition. Company name badges are for the use of company personnel for stand manning purposes and should not be used by companies to bring visitors to the Exhibition. Exhibitor badges will not be mailed in advance and may be collected from the onsite registration desk.

Access to the Exhibition Hall during Set-up and Dismantling Times

Stand contractors and staff must wear service passes during the entire set-up and dismantling period. Service Passes are free of charge and may be collected from the Exhibition Manager Desk on-site.

On Site Exhibition Manager Desk

The Exhibition Manager Desk will be open throughout the Exhibition set-up, opening and dismantling period. The desk will be located within the Exhibition area.

Prior to this time, if you have any queries regarding your participation at CANNX Conference please feel free to contact the Exhibition Manager:

Hanna Safier

E: hsafier@kenes.com | M: +972 54 6787820

Lead Retrieval Application

Lead Retrieval Application is a helpful tool for receiving contact information about participants who visit your booth or attend your symposium.



Lead Retrieval App **(no device is included)**.

The Application should be installed on your company/personal device.

The advantages of the new application:

- Effortless process using registration badge barcode.
- Ability to insert exhibitor's comments for each lead.
- Immediate information retrieval online.
- Application is available for download from Apple store or Google play: "Kenes K-Lead App".
- Cost per unit – **USD 400**

Please Note:

Barcodes on participants' badges contain contact information as supplied by the registrant or the agency responsible for the registration process of that participant. We regret that in some cases, as when group registration is completed by a company, we may not be in possession of the full contact details.

In addition, please note that neither Kenes International nor the Organising Committee is responsible for the content of the information.

Furthermore, in some cases, the participant does not give his\her permission to transfer his\her contact details to any other party.

Therefore, although he\she visited your booth and was scanned by your barcode reader, we are unable to forward you his\her contact details.

Data Protection Information included for our registrants

In light of the new data protection regulation recently enacted in Europe, Kenes Group has updated its privacy policy.

Kenes will not share your personal data with third parties without your consent.

Please note that similarly to sharing a business card, presenting your delegate badge for scanning at exhibition booths or industry symposia constitutes an expression of consent to share your personal details with the company that is scanning your badge so that it may contact you in the future.

You can submit your order through the **Kenes Exhibitor's Portal**.

<https://exhibitorportal.kenes.com>

The Exhibition Manager will contact you with the link to the Exhibitor's Portal, including your personal login details.

Deadline: Tuesday, 1 March 2022

Section 4: Technical Information

Stands Design (Space Only)

Exhibitors who build their own stands are required to submit a scale drawing of their booth, including elevation view and dimensions.

1. A scaled drawing (scaled 1:200 DWG), including elevation views of the proposed stand to be built.
2. A list of all Electrical appliances to be installed in the stand.
3. The name and contact details of their construction company.
4. **Engineer approval**

Each exhibiting company should submit the name and details of their construction company.

You can submit your order through the **Kenes Exhibitor's Portal**.

<https://exhibitorportal.kenes.com>

The Exhibition Manager will contact you with the link to the Exhibitor's Portal, including your personal login details.

Deadline: Tuesday, 1 March 2022

All exhibits are to be displayed to avoid blocking aisles, obstructing adjoining booths, or damaging the premises. Exhibitors are kindly requested to allow sufficient see-through areas that ensure clear views of surrounding exhibits.

The Organisers will not approve stands that do not comply with the accepted standards until the necessary changes have been made.

Work cannot commence until the exhibitor layout is approved by the Organizers.

Multi-level structures are not permitted.

Shell Schemes that have been pre-booked with Kenes include:

- Standard shell scheme system: Panel dimension: 100 X 250cm
- Fascia including standard lettering
- Carpet (light grey)
- 1 Syme System counter + 2 white plastic chairs
- Single phase power socket 1KW
- 2 spotlights

*Branding Areas Panels: **97.5cm x 235.5cm high**



For illustrative purposes only

Please note:

- Corner stands are provided with two open sides
- Stand Cleaning is not included

Fascia Sign

*7 characters, including spaces, may be written on your fascia for everyone meter of fascia length. Please submit your fascia order **Tuesday, 1 March, 2022.**

If text for your fascia is not received by this date, we will provide you with a fascia title as per your application form.

Please submit your order through the **Kenes Exhibitor's Portal.**

<https://exhibitorportal.kenes.com>

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Startup Package

Startup Stand 2x2 which have been pre-booked with Kenes includes the following:

- 2.4m high, white infill counter
- 2 high stools
- Electrical socket

If you wish to upgrade your sign to your own graphics, you are welcome to do so with the builder directly:

Sukonik Ltd, Israel

Contact: Avi sukonik

Mobile: +972-50-2051060

Tel: +972-3-6830044

Fax: +972-3-5186554

Email: office@sukonik.net



Deadline: Tuesday, 1 March, 2022

Build-Up Height

The maximum building height for the top of all elements in the booths is **total of 4 meters**

Any part facing neighboring stands with mutual walls that needs to be designed with neutral surfaces (white).

Exhibitors who will have stands higher than the maximum permitted height will not be allowed to set-up their stands.

Please note that if your booth has a platform higher than 4.5 cm, you are required to provide a ramp for handicapped access.

Ceiling and Ceiling Hangings

Ceiling Rigging is not permitted.

Electricity and Electrical Installations

According to the regulations, the electrical installations for the exhibition will only be connected to the power supply after being checked and approved by the official contractor.

Only the official contractor is authorized to provide the electrical switchboard for the power points. Thus, every exhibitor should order an electrical switchboard from the official contractor and to pay for the electrical consumption according to his power needs.

If you require electricity for your stand, please refer to the order forms or contact Sukonik.



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Exhibition Area

The Exhibition is being held in Pavilion 10 at EXPO Tel Aviv.

Floor

Floor finish: Industrial cement

Maximum floor load: 1000 per sqm

Wi-Fi & Wired Internet

A free Wi-Fi access will be provided to all visitors, suitable for basic web browsing. However, this is a public connection and is unsuitable if you will have any internet-based feature such as connecting to a server.

Should you require an internet connection for any product demonstrations on your exhibition stand, we recommend ordering a wireless or wired connection, at an extra cost, to guarantee a high-quality service inclusive of technical support.

Private Wi-Fi networking in your booth is not allowed.

For additional information, please contact the Exhibition Manager.

Security

Neither the organizers nor the venue can accept responsibility for security of the stands and their contents or damage to and theft of any goods. Exhibitors are responsible for the security of their stand and equipment.

For support please contact:

Mrs. Hanna Safier

Tel: +972 54 678 7820

Email: hsafier@kenes.com

Stand Cleaning

The Organizers will arrange for general cleaning of the Exhibition premises (excluding exhibits and displays) prior to the opening of Exhibition and daily prior to opening thereafter.

For support please contact:

Mrs. Hanna Safier

Tel: +972 54 678 7820

Email: hsafier@kenes.com

Waste Removal

Exhibitors are responsible for the removal of all refuse/waste from the Exhibition area.

Any discarded waste, including promotional material, left behind will be removed by the organizers at the expense of the exhibitor concerned.

Parking

Expo Tel Aviv includes approximately 2,500 parking spaces, located within the Convention Center area, the Sports Arena parking lot and the nearby train station parking lot. Additional parking (2,000 spaces) is available at the nearby Ganey Yehoshua parking lot.

Accommodation

Special hotel rates are available to the conference participants.

Please book online: <https://hotels.kenes.com/congress/CANNX22>

Rules and Regulations -Binding for all exhibitors and their subcontractors

Children/Animals

No person under the age of 16 years can be admitted to the Exhibition, either during Build-Up, Open Days or Breakdown. This rule also applies to Exhibitors' children and must be rigidly enforced to comply with the safety regulations of the exhibition. It is also not permitted to bring animals into Venue

Build-Up & Dismantling Period

During the period of build-up and dismantling, it is prohibited to consume alcoholic beverages in the working area as well as to perform work under the influence of alcohol and drugs.

The Exhibitors and contractors are required to wear the necessary personal protective equipment such as safety footwear, protective helmets, eye protection, and hand protection required by the specific work activity.

Damage to the Building

Exhibitors are liable for all damage caused to floors, walls, and pillars during the installation, Exhibition, and dismantling periods. No adhesive stickers and fixtures of any kind are allowed on floors, walls, and pillars.

Disposal of Material

It is obligatory to collect and dispose of all material during the build-up or dismantling of the event. When the dismantling period is over, the exhibitor loses any right to claim losses or damage to property left behind. Any costs incurred by the venue in removing this property will be charged to the exhibitor.

Fire Regulations

Stand material and fittings must be non-flammable or impregnated with fire-retardant chemicals. As a general rule, easily inflammable synthetic substances, foam polyester, and no fireproof straw and reeds are prohibited.

Fire Insurance (compulsory)

Exhibitors must be insured against fire.

Hanging of Posters, Banners etc.

Hanging of posters, banners or decals, stickers or similar items, on the walls, floors, ceilings, or pillars within or outside the installations of the venue are not allowed without a prior written authorization.

Health & Safety

- It is the responsibility of the stand holder to ensure the health, safety and welfare of all employees, contractors and visitors as far as is reasonably practicable throughout the event.
- It is recommended that the stand holders appoint a supervisor for the stand, with the specific responsibility for ensuring the health & safety of their staff and stand builders. It is advisable that a Risk Assessment is completed for the stand and submitted to the Organizer.

Insurance (compulsory)

While every reasonable precaution will be taken to protect the exhibitors' property while on display at the Exhibition, it must be clearly understood that the organizers, the management of the venue and the official contractors can accept NO liability for any loss or damage sustained.

You are also responsible for insuring against any legal liability incurred with respect to injury or damage to property belonging to third parties. In addition to this, you should protect your expenditure against Abandonment and Cancellation or curtailment of the event due to reasons beyond our control.

Liability

Companies are responsible for all property damage as well as any loss or injury caused by their property, agents or employees. Companies will indemnify the organizers against all claims and expenses arising from any damages.

If for any reason whatsoever the Exhibition needs to be abandoned, postponed, or altered in any way, either in whole or part, or if the organizers find it necessary to change the dates of the Exhibition, the organizers shall not be liable for any expenditures, damages or loss incurred in connection with the Exhibition.

The organizers shall further not be liable for any loss which the Exhibition or Exhibition contractors may incur due to the intervention of any authority which prevents or restricts the use of the venue or any part thereof in any manner whatsoever.

Promotional Activities

All demonstrations or instructional activities must be confined to the limits of the Exhibition stand. Advertising material and signs may not be distributed or displayed outside the exhibitor's stands. Sound equipment must be regulated and directed into the stand so that it does not disturb neighboring exhibits.

Exhibition Management reserves the right to require the exhibitor to discontinue any activity, noise, or music that is deemed objectionable.

Special Effects

Special effects lighting, live music, smoke and laser projection may not be used in the stands. No permission will be given for projection in the aisles or on the walls of the hall.

Participation by exhibitors is dependent upon compliance with all rules, regulations and conditions stated herein.

Smoking Policy

The EXPO Tel Aviv operates a NO SMOKING policy in ALL halls.



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Section 5: Official Contractors

Stand construction and fittings, furniture hire and signage and branding

Sukonik Ltd, Israel

Contact: Avi sukonik

Mobile: +972-50-2051060

Tel: +972-3-6830044

Fax: +972-3-5186554

Email: office@sukonik.net

Catalog and order form: https://telaviv.cannx.org/wp-content/uploads/sites/141/2022/01/CANNX22_Sukonik_Services.pdf

Audio-Visual Equipment

UltraRent

Contact: Ofer Serfaty

Mobile: +972-522-800066

Email: main@ultrarent.co.il

Optional equipment: Monitors, laptops, cables, technician.

AV Order Form:

https://telaviv.cannx.org/wp-content/uploads/sites/141/2022/01/Cannx22_AV-Order-form.pdf

Internet/Phones, Cleaning Services

If you require any of the services mentioned above for your stand, please contact:

Contact: Mrs. Hanna Safier

Tel: +972 56 678 7820

Email: hsafier@kenes.com

Freight Handling & Customs Clearance Agent

Merkur Expo Logistics GmbH

Contact: Mrs. Irit Sofer

Mobile : +972 52 8890129

Email : irit.sofer@merkur-expo.com



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Section 7: Order Forms

The following orders below are to be filled and submitted Via Kenes Exhibitor's Portal:
<https://exhibitorportal.kenes.com>

Deadline: Tuesday, 1 March

- **Badges**
- **Fascia for Shell Scheme only exhibitors**
- **Stand design for space only exhibitors**
- **K-Lead- Lead Retrieval Wireless Barcode Reader and or Mini Scanner order**

If you require any additional services which do not appear in this manual, please contact:

Mrs. Hanna Safier

Exhibition Manager

Tel: +972 54 678 7820

Email: hsafier@kenes.com

Section 8:

EXPO Tel Aviv – Operational guidelines for work in the fairs area

For your convenience, we have prepared operational instructions for you to use the exhibition grounds:

1. Placing signs and flags inside the pavilions, on a scale and in the outer areas:

a. Placing weights throughout the lobby and boards shall be carried out on a buffer surface only. Do not dock buildings and signs for the pavilion infrastructure without the approval of the event manager and the safety engineer.

b. Customers and organizers wishing to place signs in front of the pavilion by holding infrastructure The pavilion will do so by means of steep construction that will be built independently by the organizer, and in coordination with the representatives of the EXPO at the coordination meeting.

c. In any case, hanging will not be possible by drilling, iron wire, gapa, silicon and so on.

D. Hanging a flag along the fair will only be done at designated facilities. In the case of a combination Flags for existing pages (with permission only), the buffer should be placed between the top and the flag to avoid damage

On the page itself.

2. Construction in foreign areas (tents, signposts, registration stands, displays, buildings, etc.).

A. Any building, display, tent, buildings, etc. shall be approved in advance in the outside areas

The relevant entity in the Operations Division.

B. Construction of any construction in the outer areas on the paving stones will be carried out on a porous surface.

c. Discharge and disposal of equipment in the external areas shall be carried out only by a manual surface and not by a tool

Motorized vehicle.

3. Charging and discharging:

a. Unloading and loading of equipment, as well as the entry and exit of heavy tools to the pavilion area, will be carried out exclusively from loading and unloading doors designed for this purpose.

b. When unloading and charging, do not block charging and unloading of doors, emergency openings, fire stations, electrical boards and access to garbage containers.

c. When unpacking and loading, do not climb and / or park in lots and areas where columns are standing
obstruction.

d. Note: Lobby doors 10,1,2 are standard-sized doors, meaning they are not suitable for large-scale equipment entry and construction.

4. EXPO Tel Aviv will not allow pirate connections to the pavilion infrastructure, such as water, air, electricity, Drainage and Sewage.

5. Do not adhere to equipment, drill, paste, dismantle existing infrastructure and facilities in all areas of the EXPO