

# PESTI 2024 – 18.1.2024 from 9 am to 3 pm – Practical arrangements

# Registration

Exhibitor registration takes place at the INFO point (nearest entrance: 2T-door) on 18.1. from 7 am onwards. Meal tickets are given upon registration.

#### Meals

Breakfast is organized from 7:30 to 9:30 in restaurant **Napa** (see info map or dining). Lunch and coffee tickets can be used on 18.1. in all Linnanmaa campus Juvenes restaurants. With the coffee ticket, you also get a coffee bread.

In the exhibition envelope you are given meal tickets for the amount of people you have estimated to be present when signing up. You can change the amount when you register at INFO in the morning.

#### **Exhibition area**

The exhibition area is open from 9 am to 3 pm. Map of the fair area: https://pestipaivat.fi/Alueen kartta 2024 en.pdf

## **Parking**

There will be limited space for parking cars at the university. Please read the separate parking document.

### Stand areas

Building and decorating the stand areas can start as early as Wednesday 17th of January. If you have rented the exhibition structures from our fair builder Maiseri Oy, they will take care of building your stand. If you haven't ordered rental structures in advance, an empty exhibition space is reserved for you, where you can bring your own exhibition structure and furniture. If you have reserved a table and chairs when registering, you will find them ready at your fair location. Departments can be disassembled on 18.1. after 3 pm.

The open wireless network panOulu, <a href="http://www.panoulu.net/">http://www.panoulu.net/</a>, which does not require a username or registration, and the secure wireless network eduroam are available to you in your department and on the entire campus (if using eduroam, check the password format from your own organization).

Each compartment has an electrical outlet and a trash can.

#### General information about rented fair structures

If you have rented the fair structures from Maiseri Oy, the booth walls, headboards with labels, carpets and lights will be installed already. The walls of the departments are built from 1x2.5 meter aluminium profile elements, where the sheet part is white. If necessary, you can attach the material to the wall with tape that does not damage the wall surface. Hanging hooks are also available on site. One must not make any holes in the walls. For more information on rental exhibition structures or furniture and answers to questions related to orders, please contact Maiseri Oy, Jari Isohella, tel. 0400 680 866, Email: jari@maiseri.fi.

The departments do not include furniture. We will deliver a table and chair from the university's lecture hall equipment to your department free of charge if you have ordered them separately.

## **Delivery of accessories**

When you bring goods or accessories to the exhibition area yourself, you can use any of the main entrances. Parking is allowed only in marked areas, and not in the immediate vicinity of buildings or outside doors. For larger transports, we recommend using the entrance marked with an arrow on the map (R-door). Note: the car can be parked in front of the door <u>only</u> while unloading the goods! If you want to deliver goods in advance, please use the following address:

Oulun Yliopisto Logistiikkakeskus/aulapalvelut/Pestipäivät Biologintie 8 ovi 1F Linnanmaa 90570 Oulu

The contact person for the logistics center is Markku Siuruainen at 0400-203777 and the logistics center's number is 050-4779858. Please remember to include the name of your company in your shipment, so that you can easily pick up the goods from the mail point in the central lobby when you need them on 17.1. (until 3:45 pm) or 18.1. (from 8:15 am). Call the lobby services on call duty room when delivering the goods (until 3:45 pm), tel. 0294483007 or 050-5969846. The security guard is there 24/7 and can be reached at 050-5054714. If you have shipped something that arrives at the university before 17.1., you can pick these goods from the Pesti organizing team.

To send the goods back, mark your shipment with the correct mailing addresses. Returns are made via the central lobby's mailing point. **Please note that the university post office services are open on 18.1. until 3:45 pm.** The address for picking up the goods is the same as the delivery address mentioned above.

# Your company's student contact person

We will announce your company's contact person and their contact information before the event. The student will be your help in the area on January 18<sup>th</sup>, and, if necessary, already on January 17<sup>th</sup>.

### Fire safety

For fire safety reasons, sparklers, candles, or other smoking materials may not be brought into the fair area.

#### Storage of goods

There is no security in the fair area. Valuables (computers, monitors, etc.) should not be brought to the stand area until the morning of January 18<sup>th</sup>. On the day of the event, there is a quarded coat rack in the fair area, where you can leave outerwear and bags.

Pesti 2024 coordinator: Veera Hiltunen puh. 050 4622096

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