

# **IEEE PES TDLA 2020 - Manual of the Exhibitor**

## **EVENT PRESENTATION**

On behalf of the IEEE and its Power and Energy Society (PES) and Uruguay Section, you are invited to participate in the Transmission & Distribution - Latin America Conference and Exhibition. <https://www.ieee-tdla2020.org>

The conference is held at the Radisson Victoria Plaza Hotel in Montevideo, Uruguay from September, 28 to October, 1st. <https://www.radissonvictoriaplaza.com.uy>  
TDLA is the most important event for professionals in the area of Electric Energy and Power Systems in Latin America, held every even year in alternating countries. Attendance runs over 500 professionals.

The Conference addresses all the hot topics in the field of Energy and Power Systems, with emphasis on distributed energy resources, energy storage, electrical vehicles, equipment, operation of Electrical Systems, Communications, Protection and automation, internet of Things, Big Data, Smart grids etc.

## **EXHIBITION BOOTHS**

Basic booth space is 5 square meters (typically 2x2.5 m<sup>2</sup>), with 220VAC, a table and two chairs; cost is US\$ 2000. Adjacent booths may be combined and additional furniture added by the exhibitor.

Assembly of Stands / Exhibition Booths: Monday, 28 September from 8:00 to 18:00

Exhibition days: 29 and 30 September, from 9:00 to 18:00 and Thursday, October 1st, 9:00 to 14:00

Disassembly Thursday October 1st from 15:00 to 18:00

## **GENERAL RULES**

### **Responsibilities**

\* The organizers of the Conference shall not be liable for damages or losses caused to products before, during or after the event, including theft, deficiencies or interruptions in the supply of electricity, water or claims of any kind.

### **Insurance**

\* The stands, goods or products and personal of the Exhibitors are not covered by insurance; the responsibility lies exclusively with the Exhibitor.

\* It is the responsibility of each Exhibitor to provide their own insurance against any risk. The organizers of the conference are not responsible for any loss, loss of profit, damages and/or loss of any kind that may occur to exposed products, booths or personnel in service, including those arising from weather, power outages, short circuits, fire or other natural causes.

## **EQUIPMENT DEMONSTRATION**

\* Exhibitors will be able to demonstrate equipment, as long as these do not cause any risk to the exhibitors, the public and the venue of the event.

\* Exhibitors are fully responsible for any risk their equipment and/or demonstrations may cause to the public.

\* The organizers of the Conference may prohibit or terminate the demonstration of any equipment which, at their discretion, may pose a risk to persons, products, structures or stands, such as high level of noise, vibration, smoke, odors or any other that could disturb the participants as well as the operations of the hotel in general.

## **HOTEL FACILITIES**

\* It is forbidden to the Exhibitors, their representatives or sub-contractors: to pierce, excavate, paint or act in a way that modifies the premises, floors, ceilings, structures

or decorations of the Hotel.

- \* The assembly may not be carried out in front or obstructing electrical and telephone switchboards, emergency exits, fire extinguishers or hydrants
- \* It is not allowed to support, tie, hang or glue any type of material in the premises.
- \* Any type of installation in masonry or similar (cements, mortar, etc) is prohibited.
- \* The structures (panels, walls, etc) used in the assemblage of the booths should be semi-prefabricated, not bien allowed any sanding, welding, sawing of any kind. The joints must be made using screws, nails, glue and only small touches of paint where necessary for the finishing.
- \* The use of any air conditioning or combustion engines is forbidden .
- \* The presence of any gas or flammables petroleum derivatives, explosives or toxic gases is expressly prohibited.
- \* Emergency exits, access to hydrants and fire extinguishers cannot be obstructed during the assembly or disassembly of the stands.
- \* Plants and ornamental flowers will be only allowed if contained in pots without any loose earth, sand or stones.

### **INFRASTRUCTURE**

- \* Electric supply will be 220VAC, 50 HZ one-phase only, with a limit of 2200W.
- \* No electrical installation can be hung or tapped anywhere on the roof.
- \* The organizers and the hotel reserve the right to stop the supply for any installation deemed dangerous or likely to cause problems.
- \* The employees of the assemblers will not be allowed to access the electrical installation of the hotel.
- \* It is mandatory for the Exhibitors to turn off the energy of his booth every day.
- \* The installation of electric appliances or pendants will not be allowed without previous authorization.
- \* Any electrical installation inside the booths must be made according to electrical safety rules.
- \* Common Internet service is provided free by the hotel. Special wide-band needs must be contracted (extra fees).

### **SOUND**

- \* Sound produced in the booths cannot exceed reasonable volume or perturb others.
- \* It is forbidden to use any amplification equipment for the issuance of sales messages or promotions.

### **CLEANING**

- \* The organizers and the hotel are responsible for the general cleaning. Exhibitors and their assemblers are responsible for the removal of any additional materials and garbage during the assembly and disassembly of the event.
- \* All stands must be cleaned before the opening hours. During the event, garbage should be kept in containers by the exhibitor inside its own booth.

### **SECURITY**

- \* The Hotel will provide its own full-time security and surveillance to the common areas of the event. Any additional surveillance must be authorized previously. No armed surveillance will be acceptable.
- \* Neither the organizers nor the hotel will be responsible for any valuables, works of art or equipment in the stands.