



**rehabweek**

rotterdam '22



# REHAB WEEK 2022

25-28 JULY, 2022

ROTTERDAM, THE NETHERLANDS

EXHIBITOR  
TECHNICAL  
MANUAL

[www.rehabweek.org](http://www.rehabweek.org)



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## INTRODUCTION

Dear Exhibitors of RehabWeek 2022,

This Exhibitors' Technical Manual is designed to assist you in preparing for a successful event and contains important information for the smooth flow of the exhibition.

The Exhibition will be held in conjunction with the RehabWeek 2022 , which will be held in the beautiful city of Rotterdam, The Netherlands between July 25-29,2022. The Exhibition floorplan (page 6) has been designed to maximize the Exhibitor's exposure to the delegates.

Please forward this manual to everyone who is working on this project, including your stand builder, considering the content that is related to their duties for this exhibition.

Please do not hesitate to contact us for further information or assistance.

We are looking forward to welcoming you in Rotterdam and wish you a successful Conference and Exhibition. Kind regards,

Organizing Secretariat Kenes Group  
Office: Kenes M+

**For Inquiries about Sponsorship & Exhibition**

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Industry Liaison & Sales Manager  
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## CONFERENCE & CONTACT DETAILS

### CONFERENCE WEBSITE

<https://www.rehabweek.org/>

### CONFERENCE DATES & EXHIBITION DATES & DESTINATION

July 25-29, 2022

July 25-28, 2022

Rotterdam, The Netherlands

### MEETING VENUE

ROTTERDAM AHOY  
Ahoyweg 10 , 3084BA Rotterdam  
<https://www.ahoy.nl/en>



### MEETING ORGANISING SECRETARIAT, PCO

Office: Kenes M+

**For Inquiries about  
Registration, Accommodation & Travel**

Ms. Pinar Erisici  
Senior Registration & Accommodation Manager  
E-mail: [perisici@kenes.com](mailto:perisici@kenes.com)

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Registration & Accommodation Specialist  
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E-mail: [dcaglar@kenes.com](mailto:dcaglar@kenes.com)

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## **QUICK REFERENCE**

**Conferece Location:** ROTTERDAM AHOY  
Ahoyweg 10 , 3084BA Rotterdam

**Exhibition Dates: Move-in & Set Up:** Sunday, July 24 (10:00 - 22:00)  
Monday, July 25 (08:00 - 15:00)

**Exhibit Hours:**

Monday, July 25:	17:30 - 18:30 (Welcome Reception)
Tuesday, July 26:	08:30 - 18:30
Wednesday, July 27:	08:30 - 18:30
Thursday, July 28:	08:30 - 14:45

**Dismantle & Removal:** Thursday, July 28 14:45 - 22:00

**All times subject to change**

- All exhibitors should to be at their booth 30 minutes before the official opening hour.
- The exhibit will be held in the 3rd Level / Rotterdam Hall
- Empty crates and packaging material must be removed/stored after set-up no later than 22:00 on July 24, 2022 Sunday.
- All aisles must be clear of exhibits and packaging materials to allow for cleaning.
- Any equipment, display aid or other material left behind on July 28, 2022, Thursday after 23:00 will be considered discarded and abandoned.**
- It is the exhibitors' responsibility to dispose of all materials after dismantling. Any charges incurred for waste removal will be reflected to the exhibitor.
- The exhibitor assumes all responsibility for the information provided to them in this manual and assumes the risk for the use of third-party service providers listed on this document.**



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## THE FLOOR PLAN

Please click [HERE](#) to see the current floor plan

## THE VENUE

ROTTERDAM AHOY  
Ahoyweg 10 , 3084BA Rotterdam  
<https://www.ahoy.nl/en>

### EXPEDITIONS, DELIVERIES AND RETURNS

The clients and exhibitors have the possibility to have the material delivered in limited quantities before the event. **The earliest delivery date is July 21, 2022.**

RehabWeek 2022 Mailing Labels should be used for each direct deliveries

**Please click [HERE](#) to download The Mailing Label of RehabWeek 2022**

**If you are using UPS, DHL, FEDEX,... please indicate the name of the client as the importer of the material. The Rotterdam AHOY is only the delivery address.**

Please click [HERE](#) to see The Venue Guide

Please click [HERE](#) to see Loading & unloading + transport elevators

Please click [HERE](#) to see Stand Cleaning Form

Please click [HERE](#) to see accessibility & booking parking ticket



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## THE EXHIBITION SERVICES

The Official Exhibitor Services provider of the RehabWeek 2022 is a-booth



a-booth Exhibition services  
Contact person: Jasper van Honk, Project Manager  
Skoon 37  
1511 HV Oostzaan, The Netherlands  
P: +31 (0)75-6225514  
E: [jasper@a-booth.nl](mailto:jasper@a-booth.nl)  
W: [www.a-booth.nl](http://www.a-booth.nl)

Please click [HERE](#) to download the necessary documents as well as extra orders forms



## SHIPPING AND DELIVERIES

The Official Shipping and Site Handling Contractor of RehabWeek 2022 is:

Merkur Expo Logistics  
Contact: Patricia Zintel Projekt Manager  
Cell: + 49 (0) 170 2229525  
E-Mail: [patricia.zintel@merkur-expo.com](mailto:patricia.zintel@merkur-expo.com)

Please click [HERE](#) to see instructions

Please click [HERE](#) to see Tariff with fuel remark

Please click [HERE](#) to see Exhibition goods via German WH

Please click [HERE](#) to see handling and payment confirmation



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