

## **WELCOME TO FOODTECH 2018**

Dear

We are very pleased to welcome you as exhibitor at FoodTech 2018, and we look forward to working with you towards the fair! From now on and until the fair, we will help and guide you with emails called Exhibitor News. These emails contain relevant information about practical conditions and marketing opportunities concerning FoodTech.

This welcome email contains information about:

- Login for the Exhibitor Manual - username and password
- Technical Orders and Stand Sketch Plan

---

### **EXHIBITOR MANUAL**

In the online Exhibitor Manual, you will find answers to many questions about your exhibition attendance, such as working hours for construction and dismantling, general information about the fair and important deadlines. In the Manual, you can order marketing materials for distribution in your network – and it is for free.

It is important that you read the information in the Manual, so that you are well prepared for your trade show. The Exhibitor Manual is continuously updated with information towards the fair

Your login has been sent to you.

NB! When copying username and password: Mark from left to right and avoid empty characters.

---

### **TECHNICAL ORDERS AND STAND SKETCH PLAN**

In the Manual, you are going to place technical orders for your stand. This is done via the Fair Shop.

Please make your orders - no later than 14 September 2018.

In the Manual, you will also find your Sketch plan in the upper right corner of the screen - once your are logged in.

Fill in and submit your stand sketch <no later than 14 September 2018 to [teknisk@mch.dk](mailto:teknisk@mch.dk).

If you have any questions about technical orders or your stand sketch, please contact Technical Service at [teknisk@mch.dk](mailto:teknisk@mch.dk) or tel. + 45 9926 9990.

---