

## PRACTICAL INFORMATION FOR SPONSORS AND EXHIBITORS

NoSCoS 2019  
11-13 September 2019  
Copenhagen, Denmark



### CONFERENCE VENUE

Hotel Scandic Copenhagen  
Vester Søgade 6  
1601 Copenhagen V  
Denmark

<https://www.scandichotels.dk/copenhagen>

### HOW TO GET TO THE VENUE

From the airport, you can take the train directly to Copenhagen Central Station. From there it is only a 5 minutes' walk. Find more information about transportation [here](#).

### CONFERENCE LANGUAGE

English

### PRELIMINARY PROGRAMME

The preliminary programme can be downloaded [here](#)  
Please note that this programme is still subject to change.

### EXHIBITION HOURS

Wednesday 11 September	08:30- 19:00 (including welcome reception 17:00-19:00)
Thursday 12 September	08:00- 15:30
Friday 13 September	08:00- 15:30

### BUILD UP

Tuesday 10 September	13:00-17:00
Wednesday 11 September	07:00-08:30

### TAKE DOWN/DISMANTLING

Friday 13 September	15:30-18:00
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### STAND MATERIAL

Stand material can be sent directly to the conference venue.  
Packages can be sent 1 week prior to the event; bigger shipments should not arrive earlier than 2 days prior to the event.

Please mark your boxes with:

“Company name, stand material for NoSCoS 2019, 11-13 September “

### COMPANY LOGO

If you have not already done so, please send your logo as soon as possible to [jl@cap-partner.eu](mailto:jl@cap-partner.eu) so your company can be presented in the final programme as well as on the conference web site [noscoss2019.org](http://noscoss2019.org)

## VENUE INFORMATION

Please see this guideline from Venue [here](#).

## REGISTRATION

### EXHIBITORS

#### **How to register stand personnel (included in the exhibition stand)**

Exhibitors are asked to register stand personnel themselves through the [Online Registration](#) for NoSCoS 2019

Each exhibitor should choose the participant type `Exhibitor`.

It is mandatory to indicate the correct Company name and Exhibitor code. Your exhibitor code is

**EXNOS110919**.

Thereafter choose the relevant ticket type (**Exhibitor - free of fee or Exhibitor - additional**). Choose free of fee for the amount exhibitors you have included in your stand. Exhibitors besides must be registered as additional for the cost of 1.500 DKK.

It is not possible to register or purchase passes in "no name".

Kindly note: We reserve the right to change your registration if your status and amount of free registrations does not correspond with your exhibition contract.

Each stand personnel can register themselves using the above instructions.

Please remember, that all registrations require a personal email address, full name, job title, company, address, and country.

During the registration, it is also possible to book accommodation at Scandic Copenhagen for the registered persons.

#### **Registration deadline for stand personnel: August 1, 2019**

For questions related to registration, please contact Line at [lwn@cap-partner.eu](mailto:lwn@cap-partner.eu)

## SPONSORS

#### **How to register free participants included in your sponsorship**

Sponsors are asked to register their free participants through the Online Registration for NoSCoS 2019

Please choose the participant type `Sponsor participant`. It is mandatory to indicate the sponsor company name and the Sponsor code **SPNOS110919**.

Kindly note: We reserve the right to change your registration if your status and amount of free registrations does not correspond with the NoSCoS exhibitor/sponsor list.

Each stand personnel or sponsor participant can register themselves using the above instructions.

Please remember, that all registrations require a personal email address, full name, job title, company, address, and country.

During the registration, it is also possible to book accommodation at Scandic Copenhagen for the registered persons.

**Registration deadline for stand personnel: August 1, 2019**

For questions related to registration, please contact Line at [lwn@cap-partner.eu](mailto:lwn@cap-partner.eu)

Full participant registrations

Please use the online registration: <http://noscoss2019.org/registration/>

**WELCOME RECEPTION ON 11 SEPTEMBER 2019, 17.00-19.00**

All participants are invited to the welcome reception which will be held in the exhibition area at the congress venue after the programme on the first day.

**CONFERENCE DINNER ON 12 SEPTEMBER 2019, 19.00-24.00**

The Conference Dinner will be held at the National Museum located in central Copenhagen.

Tickets for the Conference Dinner can be purchased through the online registration or by contacting the conference secretariat.

For more information about the dinner [please click here](#)

If you have registered and paid for the dinner, you will receive a dinner ticket together with your name badge by the registration desk.

Please do not hesitate to contact us for further information, or visit the conference website <http://noscoss2019.org/>

Kind regards

On behalf of

**Conference Secretariat**

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