



August, 2003

Dear EFNS Exhibitor,

As the date of the EFNS exhibition draws near, we hereby enclose some additional information that will assist you in your exhibition planning. Also attached is a checklist of actions that you should have taken by now. Companies, which have not yet sent us their order forms, are kindly urged to do so as soon as possible. A final plan and list of exhibitors is included in this document for your information. Please note that permission to install exhibits is dependent upon settling accounts prior to the exhibition opening.

SERVICES PASSES, EXHIBITOR'S BADGES

The exhibition management's desk will be located in the exhibition area from Friday, August 29, from 08.00 for the duration of the exhibition. Please approach the desk upon arrival to collect your service passes and exhibitor badges, and for any additional information or assistance.

OPENING SESSION AND GET-TOGETHER RECEPTION

Exhibitors are cordially invited to the Opening Ceremony on Saturday, August 30, at 18.30, to be followed by a get-together reception in the exhibition area.

Exhibitors are requested to man their stands from 18.00 until the end of the evening's activities which will end at approximately 20.30.

FAREWELL RECEPTION

There will be a farewell reception in the exhibition hall following the final session. This will start at 17.45 on Tuesday, Sept 2nd and will continue for approximately one hour. Due to health and safety regulations no exhibitors will be allowed to dismantle their stands until the hall is clear of participants.

EXHIBITION TIMETABLE

Installation Of Exhibits	*Wednesday, August 27	08.00 - 20.00
	*Thursday, August 28	08.00 - 20.00
	Friday, August 29	08.00 - 20.00
	Saturday, August 30	07.00 - 16.00
Exhibition open times:	Saturday August 30	18.30 - 20.30
	Sunday, August 31	09.00 - 17.30
	Monday, September 1	09.00 - 17.30
	Tuesday, September 2	09.00 - 18.00
Dismantling/ Breakdown Times:	Tuesday, September 2	19.00 - 24.00
	Wednesday, September 3	08.00 - 24.00



***EXTRA BUILD TIME**

An extra days build is available upon application. If you are interested in applying for this please contact Anna Upponen from the Helsinki Fair Center (anna.uponen@finnexpo.fi). Overnight build time is also available upon request at an extra charge .

Vehicle Access and Parking and unloading

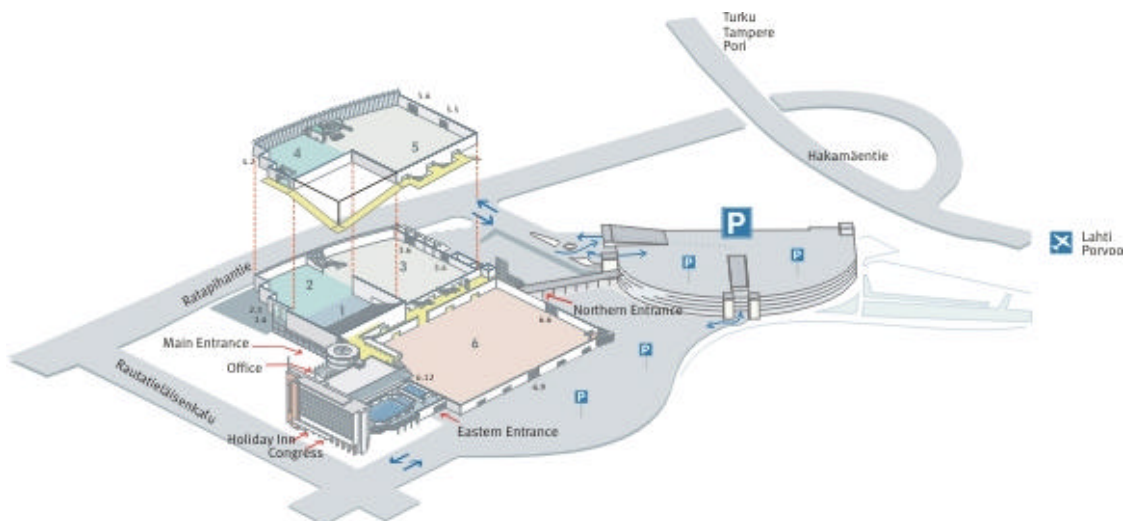
Exhibitors and persons constructing their stands can present their construction or exhibitor passes and park on the Fair Centre parking lot free of charge. Suppliers can fetch a free parking pass available at the maintenance doors (see map)

Exhibitors can order parking cards that are valid for the full duration of the congress. Exhibitor's parking card for three exhibition days costs 13 €

Without the above cards, payment is always required for parking on the Helsinki Fair Centre parking lot. The Daily parking pass costs 5 €when bought at the cashier's counter or the info desk and 7 €when bought at the exit gat (prices incl. VAT).

Access for to the Exhibition hall is through 4.2 and 5.5, depending on your stand number your vehicle will be directed to correct gate by the traffic marshals.

Door	Width	Height
4.2	350 cm	470 cm
5.5	400 cm	580 cm





Vans and larger vehicles will be allowed in halls during the construction and dismantling hours. Vehicles are only allowed to deliver goods. Goods must be removed quickly and vehicles must leave the hall without delay. Stopped vehicles may not be left running in halls. Please note that building materials are not permitted to be left in the gangways. Please make sure that all materials are kept within your stand space during installation times.

Cars are allowed in halls only if they are pulling a trailer, for example. Trolleys available at the door can be used to move goods to stands. Vehicles must leave the halls at 17.00 on the 29 August.

All boxes and rubbish must be removed by 16.00 on 30th August. The organizers will be charged if any rubbish is left in the aisles after 16.00. This charge will be passed on to the responsible exhibiting company.

STORAGE

Excess stock, literature or packing cases may not be stored on, around or behind stands, unless contained within a lockable storeroom. For additional storage facilities you may contact Anna Upponen at the Helsinki Fair Centre.

DELIVERIES

Deliveries sent to the Fair centre are not guaranteed to arrive at your stand on time. The Fair centre cannot sign or store them. All goods arriving will be sent to Nurminen the freight forwarders. All goods that are sent to the Helsinki Fair Centre are to be addressed as follows

Helsinki Fair Centre
EFNS 2003
Exhibitor's name + stand number
Messuaukio 1
00520 HELSINKI
Finland

Forwarding service is recommended. Please arrange this beforehand and send the goods to the following address:

John Nurminen Prima Oy
Helsinki Fair Centre
EFNS 2003
Exhibitor's name + stand number
Messuaukio 1
00520 HELSINKI
Finland

CATERING

Lunches

Lunches will be served on Sun, Mon and Tues at 13.00 in the exhibition area. Lunches are included for company personnel wearing exhibitor badges.



Tea And Coffee

Tea and Coffee will be available to exhibitors in the exhibition area during the official breaks.

Contractor Catering

During the Build up period refreshments will be available as follows

Wed 27th August- Upper Gallery 09.00-15.00 and Brasserie Terra Nova 11:00 – 13.00

Thu 28th August - Upper Gallery 09.00-15.00 and Brasserie Terra Nova 11:00 – 13.00

Fri 29th August - Upper Gallery 09.00-15.00 and Brasserie Terra Nova 11:00 – 13.00

Sat 30th August - Cafeteria Piazza 09.00-15.00 and Brasserie Terra Nova 11:00 – 13.00

Upper Gallery is situated close to the Exhibition area, just outside the entrance of Hall 5. Cafeteria Piazza is located next to the main entrance of Fair Centre. In both places there are daily available self service lunch and various coffee shop products, also wine and beer. Brasserie Terra Nova is a fully licensed à la carte restaurant connected to the Hotel Holiday Inn.

EXHIBITOR BADGES

Exhibitor badges will be available for collection from the Exhibition Manager's office, from 29 August 2003. Exhibitor badges are for the use of company personnel only for stand manning purposes only and do NOT allow access into the scientific sessions. Please note that badges must be worn by all persons within the Fair Center. Each exhibiting company is entitled to 2 exhibitor registrations per 9 sqm. Additional badges are available from the registration desk at a charge of €95.

REGISTRATION / HOSPITALITY / INFORMATION / TRAVEL / SECRETARIAT DESKS

Registration desks will be situated at the Helsinki Fair Centre for the duration of the Congress.

Opening hours:

Saturday, August 30 09:00 - 19:30

Sunday, August 31 08:30 - 18:00

Monday, September 1 08:30 - 18:00

Tuesday, September 2 08:30 - 18:00

CLEANING/ RUBBISH DISPOSAL

All boxes and rubbish must be removed by 16.00 on 30th August. The organizers will be charged if any rubbish is left in the aisles after 16.00. This charge will be passed on to the responsible exhibiting company.

In accordance with the spirit of environmental legislation, the producers of waste at fairs are responsible for seeing that waste produced during the construction and dismantling of stands as well as packaging materials and other waste is sorted for recycling as effectively as possible.

The Finnish Fair Corporation offers exhibitors and builders waste management service. When the builder of your stand or your firm's representative arrives at the Helsinki Fair Centre, our environmental supervisor will contact you and provide assistance in waste management matters.



You can also place orders at this time. Construction waste should be collected within the stand and left in the place agreed with the environmental supervisor for cleaning staff to recycle.

Waste from stands may not be left in aisles. In order to improve fire safety, woodworking machines used in construction must also have a dust removal system. Exhibitors are responsible for the tidiness of their stands and surrounding areas during fair opening hours as well. Exhibitors

can order a swap body to take away large amounts of waste during construction or dismantling. Problem waste must also be handled separately. These services can be ordered from the environmental supervisor, tel. +358 9 150 9256.

EXHIBITOR LOUNGE

The Exhibitor Lounge is a place where your staff can relax during the busy exhibition days. The lounge is accessible via the Gallery's scenic elevator. The code for the elevator is 1273. please note that the lounge is for exhibitors only.

CHECK LIST

Please refer to the enclosed checklist of actions

Please do not hesitate to contact us for further information or assistance. We look forward to greeting you in Helsinki, and we wish all of us a successful congress and exhibition.

Best Regards

Michal Lelcuk
Exhibition Manager
mlelcuk@kenes.com

Michael Foreman
Industry Liaison and Sales
mforeman@kenes.com



EFNS EXHIBITOR CHECKLIST

Service	Ordered/ Done ✓	If Not Please Contact
Audiovisual Equipment for stands		svv@finnexpo.fi
Audiovisual Equipment for Symposia		nest@internet-zahav.net
Designed Stand Approval		mlelcuk@kenes.com
Electrical Installations		jukka.reen@finnexpo.fi
Exhibitors Badges\Exhibitors Registration		mlelcuk@kenes.com
Exhibition Booth Sketch		mlelcuk@kenes.com
Graphics for Stands (Fascia Details etc)		arvi.aalto@finnexpo.fi
Hotel Reservation for Staff and Group Registrations		mmakmel@kenes.com
Payment of Invoice Balance		mforeman@kenes.com
Floral		info@ilmela.fi
Water, drainage and Compressed Air		jokinen@are.fi
Trucking and Lifting Services		risto.mitro@teollisuusmuutot.fi
Telecom Services		nina.lahtinen@elisa.fi
Stand Cleaning Services		iss@finnexpo.fi
Freight Forwarding		markku.hakala@nurminenprima.fi
Stand Catering		amica.sales@finnexpo.fi
Stand Furniture and Shell Scheme		jukka.reen@finnexpo.fi



FINAL LAYOUT EFNS 2003 EXHIBITION FLOORPLAN

7th Congress of the European Federation of Neurological Societies

Helsinki, Finland | August 30 – September 2, 2003

HALLS & EXHIBITION LAYOUT

HALLS & EXHIBITION LAYOUT

<table border="0" style="width: 100%;"> <tr><td>Allergan Ltd.</td><td style="text-align: right;">06</td></tr> <tr><td>Amersham Health</td><td style="text-align: right;">20</td></tr> <tr><td>Blackwell Publishing Ltd</td><td style="text-align: right;">26</td></tr> <tr><td>Boehringer Ingelheim International GmbH</td><td style="text-align: right;">10</td></tr> <tr><td>Cersatron Ltd.</td><td style="text-align: right;">41</td></tr> <tr><td>Disetronic Medical Systems AG</td><td style="text-align: right;">30</td></tr> <tr><td>DIXI Medical</td><td style="text-align: right;">40</td></tr> <tr><td>Elsevier</td><td style="text-align: right;">24</td></tr> <tr><td>European Dystonia Federation</td><td style="text-align: right;">45</td></tr> <tr><td>European Federation of Neurological Societies</td><td style="text-align: right;">Registration area</td></tr> <tr><td>European Neurological Society</td><td style="text-align: right;">46</td></tr> <tr><td>European Parkinson's Disease Association</td><td style="text-align: right;">47</td></tr> <tr><td>GlaxoSmithKline</td><td style="text-align: right;">12</td></tr> <tr><td>Grass-Telefactor, An Astro-Med Inc. Product Group</td><td style="text-align: right;">39</td></tr> <tr><td>Guillain-Barré Syndrome Foundation International</td><td style="text-align: right;">48</td></tr> <tr><td>ILAE/IBE Congress Secretariat</td><td style="text-align: right;">51</td></tr> <tr><td>3W Informed</td><td style="text-align: right;">50</td></tr> <tr><td>Ipson Scandinavia A/S</td><td style="text-align: right;">32</td></tr> </table>	Allergan Ltd.	06	Amersham Health	20	Blackwell Publishing Ltd	26	Boehringer Ingelheim International GmbH	10	Cersatron Ltd.	41	Disetronic Medical Systems AG	30	DIXI Medical	40	Elsevier	24	European Dystonia Federation	45	European Federation of Neurological Societies	Registration area	European Neurological Society	46	European Parkinson's Disease Association	47	GlaxoSmithKline	12	Grass-Telefactor, An Astro-Med Inc. Product Group	39	Guillain-Barré Syndrome Foundation International	48	ILAE/IBE Congress Secretariat	51	3W Informed	50	Ipson Scandinavia A/S	32	<table border="0" style="width: 100%;"> <tr><td>Janssen-Cilag</td><td style="text-align: right;">16</td></tr> <tr><td>H. Lundbeck A/S</td><td style="text-align: right;">07</td></tr> <tr><td>Medtronic Europe</td><td style="text-align: right;">36</td></tr> <tr><td>Merz Pharmaceuticals GmbH</td><td style="text-align: right;">01</td></tr> <tr><td>Movement Disorder Society</td><td style="text-align: right;">Registration area</td></tr> <tr><td>Novartis Pharma AG</td><td style="text-align: right;">14</td></tr> <tr><td>Orion Corporation Orion Pharma</td><td style="text-align: right;">15</td></tr> <tr><td>Pfizer Inc.</td><td style="text-align: right;">13</td></tr> <tr><td>Pfizer Inc. - Relpax</td><td style="text-align: right;">11</td></tr> <tr><td>Pfizer Inc.</td><td style="text-align: right;">02</td></tr> <tr><td>Restless Legs Syndrome Foundation</td><td style="text-align: right;">49</td></tr> <tr><td>Schwarz Pharma AG</td><td style="text-align: right;">21</td></tr> <tr><td>Teva Pharmaceutical Industries Ltd. and Aventis Pharma</td><td style="text-align: right;">08</td></tr> <tr><td>Time Research Limited</td><td style="text-align: right;">22</td></tr> <tr><td>UCB SA - Pharma Division</td><td style="text-align: right;">17</td></tr> <tr><td>Wileypress Bookshop Ltd.</td><td style="text-align: right;">03</td></tr> <tr><td>16th International Congress on Parkinson's Disease and Related Disorders</td><td style="text-align: right;">44</td></tr> </table>	Janssen-Cilag	16	H. Lundbeck A/S	07	Medtronic Europe	36	Merz Pharmaceuticals GmbH	01	Movement Disorder Society	Registration area	Novartis Pharma AG	14	Orion Corporation Orion Pharma	15	Pfizer Inc.	13	Pfizer Inc. - Relpax	11	Pfizer Inc.	02	Restless Legs Syndrome Foundation	49	Schwarz Pharma AG	21	Teva Pharmaceutical Industries Ltd. and Aventis Pharma	08	Time Research Limited	22	UCB SA - Pharma Division	17	Wileypress Bookshop Ltd.	03	16th International Congress on Parkinson's Disease and Related Disorders	44
Allergan Ltd.	06																																																																						
Amersham Health	20																																																																						
Blackwell Publishing Ltd	26																																																																						
Boehringer Ingelheim International GmbH	10																																																																						
Cersatron Ltd.	41																																																																						
Disetronic Medical Systems AG	30																																																																						
DIXI Medical	40																																																																						
Elsevier	24																																																																						
European Dystonia Federation	45																																																																						
European Federation of Neurological Societies	Registration area																																																																						
European Neurological Society	46																																																																						
European Parkinson's Disease Association	47																																																																						
GlaxoSmithKline	12																																																																						
Grass-Telefactor, An Astro-Med Inc. Product Group	39																																																																						
Guillain-Barré Syndrome Foundation International	48																																																																						
ILAE/IBE Congress Secretariat	51																																																																						
3W Informed	50																																																																						
Ipson Scandinavia A/S	32																																																																						
Janssen-Cilag	16																																																																						
H. Lundbeck A/S	07																																																																						
Medtronic Europe	36																																																																						
Merz Pharmaceuticals GmbH	01																																																																						
Movement Disorder Society	Registration area																																																																						
Novartis Pharma AG	14																																																																						
Orion Corporation Orion Pharma	15																																																																						
Pfizer Inc.	13																																																																						
Pfizer Inc. - Relpax	11																																																																						
Pfizer Inc.	02																																																																						
Restless Legs Syndrome Foundation	49																																																																						
Schwarz Pharma AG	21																																																																						
Teva Pharmaceutical Industries Ltd. and Aventis Pharma	08																																																																						
Time Research Limited	22																																																																						
UCB SA - Pharma Division	17																																																																						
Wileypress Bookshop Ltd.	03																																																																						
16th International Congress on Parkinson's Disease and Related Disorders	44																																																																						