

## **Handout DryHire**

Many thanks for your interest on renting exhibition equipment with us. If your show is not supported and built on-site by our exhibition team your rental will be “Dry Hire”. This means you will receive the material (boards, models, tabletops) etc. by a carrier during set-up (or at an agreed time).

After receiving the material, it is your task to unpack, place them on your booth and take them into operation. This includes also organizing storage of empty boxes, ordering of additional services on the booth (internet, electricity, etc.).

Once the show concludes the carrier will arrive to pick up the material which must have been packed properly (same way as delivered) for return.

### Equipment:

- We lend demo boards, furniture for the same, tabletop models, special models, screens, and IT equipment to operate your own booth.
- We do have some graphic backwalls available.
- We do not offer give aways, brochure material or any other marketing support (IPads for leads), roll-ups and so on.

### Terms of delivery:

- We organize the transport to and from the show, the costs for transportation will be invoiced to you!
- Delivery costs may vary on duration, time, and volume – kindly contact us in case you want an offer first.
- We need to know following information at least four (4) weeks prior to the event: Place of the event, booth number (square meter), contact person onsite (including cell phone), date of delivery, event dates, date of return, needed material
- One person needs to be on-site at the agreed time to be contacted by the carrier and receive the goods.
- Material needs to be stored safely and packed properly for return.

### Important Information:

- As dry hire rental we don't offer on-site support. We will not liaise with the organizer in any way, not order services or adjusting layouts.
- In case of technical difficulties with the exhibits you can contact us for support.
- Demoboards come with a connected screen and computer. The computer will feature the needed software (moneo, VisionAssistant, etc.) Connection to the devices and set up of dashboards must be done onsite by yourself.
- It is – by any means – forbidden to change connection, IP addresses, or make adjustments on the boards.