

Exhibitor Information

February 16–18, Stockholmsmässan

Opening Hours

Wed 14/2	14.00 - 22.00
Thur 15/2	07.15 - 22.00
Fri 16/2	07.15 - 18.30 (10.00 - 18.00)
Sat 17/2	08.30 - 18.30 (10.00 - 18.00)
Sun 18/2	08.30 - 24.00 (10.00 - 16.00)

Moving in

Starting on Wednesday at 16.00, the staff from Stockholmsmässan will be laying out carpets in the hall. If possible, please keep the isles free from goods during this time. **NOTE! During moving in - and out, the hall is considered a construction site. Children under the age of 16 and animals are not allowed in the hall.**

The exhibitor is responsible for keeping the stand tidy during moving in, moving out, and during the fair.

Questions regarding stand and technique?

Service center is located in hall C, close to the entrance.

Wed 14/2	14.00 - 18.00
Thurs 15/2	08.00 - 18.00
Fri 16/2	07.00 - 18.30
Sat 17/2	09.00 - 18.30
Sun 18/2	09.00 - 18.30

For help printing: eventservice@stockholmsmassan.se
Phone: 08-749 44 44

Parking & Food/fika

You'll find parking in the garage belonging to Stockholmsmässan, or at the open parking lots around the building. For best price, please use the app Betala P. Trailers can be parked at the same cost as a car.

The restaurant The Garden is open Friday – Sunday, 11.00 – 15.00. The restaurant is only for exhibitors, and they offer buffet at a favorable price. On Thursday, you will find another restaurant open. The exhibitor lounge is located nearby the main entrance. Here you can enjoy some quiet time and a cup of coffee. The lounge is open from 09.30 and closes 30 minutes after the fair closes.

Don't forget your exhibitor passes!

Don't forget to get your exhibitor passes at the Information desk!

Every exhibitor working in the stand must wear an exhibitor pass, starting on Friday and throughout the fair. During moving in - & out, you can wear the Workpass given to you at the East Entrance.

Customer Tickets!

Take the opportunity to invite your friends, family or businesspartners!

The regular price for a ticket is 165 kr but you will only pay 116 kr excl VAT. We will only charge you for the tickets used.

Have you forgotten to order tickets, or want some more - please visit Lena at the Information Desk.

Contact at the site

Linnea Olsson Project Manager
0732-36 90 71

Lena Fernholm Coordinator
0703-09 26 89

Sanna Lindén Project Sales
0702-66 75 62

Moving out & goods

Pay respect to our visitors – your customers! The stand must be staffed until 16.00. The carpets are removed between 16-17. During this time the disassembly is limited to the area of the stand. The cargo yard is available after 17.00. Moving in or out through the main entrance is not allowed. All goods must be packed and carefully addressed before 24.00 on Sunday. The exhibitor is responsible for the booking of transport and shipping, and to make sure that the address is correct. Packed and marked goods can be left in the stand for pickup on Monday, before 12.00. Goods that are not marked and left at the stand after moving out is classified as waste and the exhibitor will be charged. If you exceed the time for moving out, there is a fee added to the cost.



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Exhibitor Information Sy- & Hantverksfestivalen

February 16-18 2024, Stockholmsmässan

CONTACT INFORMATION

Mässarrangör, Numera Mässor

Project Manager

Linnea Olsson

0732 - 36 90 71

linnea.olsson@numeramassor.com

Project Sales

Sanna Lindén

0702 - 66 75 62

sanna.linden@numeramassor.com

Project Coordinator

Lena Fernholm

0703 - 09 26 89

lena.fernholm@numeramassor.com

Information Desk

The information desk is located by the entrance.

During move in, please stop by to get your exhibitor pass. We will be there throughout the fair to answer your questions.

Technique and stand

Eventservice

eventservice@stockholmsmassan.se

08-749 44 44

Service Center

This is where you go to get help regarding your stand when moving in, during the fair and moving out.

Shipping address

Stockholmsmässan, Godsmottagningen

Sy- & Hantverksfestivalen

Företagsnamn, Monternummer

Parkeringsvägen 10

125 30 STOCKHOLM (Älvsjö)

IMPORTANT DATES

January 23

Last day for ordering technique at a lower cost. If you order after this day, an extra 50% will be added to the price.

Technique order

January 23

Last day to submit or change information about your company and products, used in the listing online, and printed.

January 23

Last day to order exhibitor passes and tickets to give away.

INSURANCE

A complete insurance is included in the basic fee. The insurance papers is attached to the order confirmation.

ACCOMODATION

Together with Motel-L and Best Western Royal Star Hotel in Älvsjö, we offer you reduced price at accommodation. Please visit syfestivalen.se for more information.

OTHER

Take the opportunity to tell the visitors about your latest products, and/or what to expect at the fair. Send us a photo and some information, and we will post it on our website.

Competitions are well appreciated! You are welcome to contribute with fun questions and nice prices.

Send the material to:

lena.fernholm@numeramassor.com



www.syfestivalen.se

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[#syochhantverksfestivalen](https://hashtagger.com/hashtag/syochhantverksfestivalen)

GOODS/SHIPPING ADDRESS

Make sure the address is correct. Goods that arrive at Stockholmsmässan will be received and unloaded by the goods reception. When the stands are done being built and the official move in has started, the stored goods is delivered to the exhibition hall. If the goods arrive before the week of the fair and needs to be stored, an extra fee will be charged.

Goods over 1000kg or 4 m³

Unloading of your goods is done at the area of the Stockholmsmässan. If your goods weigh over 1000 kg or 4 m³, the unloading must be ordered at least 4 working days before the actual unloading. If you haven't booked loading before these 4 days, an extra 50% will be added to the price. Let the transport company receive the information as soon as possible. .

TECHNIQUE/EQUIPMENT

Your stand includes floor space and walls if decided. The walls are painted white and are 2,5 m high.

NOTE! Electricity is not included and needs to be ordered through Eventservice. You will be charged for the electricity after the fair. You can also order Interiors and technique through Eventservice. Please order before January 17 2024, to be guaranteed the best price!

Contact them at +468-749 44 44 or eventservice@stockholmsmassan.se.

Service center is located in hall C, close to the entrance. They can help you with orders to your stand during moving in, moving out and during the fair. If you need help with printing, send an email to eventservice@stockholmsmassan.se. There is also a Service center on the second floor at the entrance square.

If you want to build something higher than 2,5 meters, Stockholmsmässan will charge 750 SEK to review the possibility. The cost depends on what you want to be done. Contact Event service for information and price.

MOVING IN

Wednesday 14/2	14.00 – 22.00
Thursday 15/2	07.15 – 22.00
Friday 16/2	07.15 – 09.00 (through gates PC2 & PC3)

Moving in takes place at the cargo yard. You report your company and stand number in the gate house next to the East Entrance (Östra Entrén) and receive a workpass to wear during moving in. Gates PC2-PC3 are used for moving into hall C, and the staff will show you to the correct gate. During the entire fair, the staff working in the stand must wear an exhibitor pass. You get these at the Information desk.

Starting on Wednesday at 16.00, the staff from Stockholmsmässan will be laying out carpets in the hall. If possible, please keep the isles free from goods during this time.

NOTE! During moving in - and out, the hall is considered a construction site. Children under the age of 16 and animals are not allowed in the hall.

AVAILABLE GOODS

There is an area for available goods at the end of the hall. The area is unattended, you use it at your own risk.

EXHIBITOR PASSES & TICKETS

The exhibitor passes are personal, and to collect them, please come by the Information desk located at the entrance. Every exhibitor is entitled to 2 exhibitor passes, and additional 1 per 3 kvm area of the stand. If you need any more passes, they cost 165 kr each and will be charged after the fair. Don't forget; every exhibitor working in the stand must wear an exhibitor pass, starting on Friday and throughout the fair.

Tickets for your customers or friends that would like to visit the fair, can be ordered by visiting our website. The regular price for a ticket is 165 kr but you will only pay 116 kr excl VAT. We will only charge you for the tickets used.

You are entitled to 5 customer tickets valid on Sunday.

PARKING

Stockholmsmässan have 2 000 parking lots in the garage and at the open parking lots around the building. You can pay with four different apps: Betala P, SMS Park, Parkster och EasyPark. The cheapest one is Betala P and parking in the garage costs 170 kr/day or 60 kr/hour. The cost for parking outside is 150 kr/day or 50 kr/hour. Trailers can be parked at the same cost as a car.

FOOD/FIKA

The restaurant The Garden is open Friday – Sunday, 11.00 – 15.00. The restaurant is only for exhibitors, and they offer buffet at a favorable price. On Thursday, you will find another restaurant open. The exhibitor lounge is located nearby the main entrance. Here you can enjoy some quiet time and a cup of coffee. The lounge is open from 09.30 and closes 30 minutes after the fair closes.

MOVING OUT

Sunday FEBRUARY 18 16.00 – 24.00

Pay respect to our visitors – your customers! The stand must be staffed until 16.00.

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