

Exhibitors Manual

KBC PRIVATE BANKING PRESENTS

INTERCLASSICS

CLASSIC CAR SHOW

BRUSSELS EXPO
14 | 15 | 16 NOVEMBER 2025



V12 SUPERCARS
THE DEFINITIVE ERA OF AUTOMOTIVE EXCELLENCE

CELEBRATING 10 YEARS OF  INTERCLASSICS BRUSSELS



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Summary of exhibition information – InterClassics Brussels 2025

Location & dates:

The exhibition will be held at *Brussels Expo*, Halls 5, 6, 9 and the Patio. Visitors enter via Halls 5 and 9.

Exhibition dates and times:

- Friday, 14 November: 10:00 a.m. – 8:00 p.m.
 - Saturday, 15 and Sunday, 16 November: 10:00 a.m. – 6:00 p.m.
- Participants have access to the venue from 1 hour before to 1 hour after the official opening hours. Set-up period is from 12 to 14 November, tear-down is on 16 and 17 November.

Access & security:

Access during set-up and tear-down via Halls 5, 6 and 9. Assembly point: Car park C. Only small vehicles are allowed in the halls. The petrol tanks of the vehicles in the halls must have a minimum quantity of fuel (<5L) and their batteries must be disconnected. Wristbands are required for the set-up and exhibition days, are strictly personal and depend on the size of the stand.

Vehicle ownership & verification:

Vehicles are equipped with a non-removable sticker featuring a unique code. Both stickers (on the vehicle as well as the copy) are necessary for identification on departure.

Stand construction & webshop:

Those using their own stand construction must comply with fire safety requirements and ensure that the front and back of this construction are neatly finished. Mandatory use of carpet tiles. Electricity, internet, furniture and other services may be ordered via the webshop.

Important webshop deadlines:

- 16 October: Preferential rate expires
- 7 November: Standard rate expires
- 12 November, 11:59 p.m.: last chance to place orders

Environment & sustainability:

The exhibition organiser (MECC Maastricht) is Green Key Gold-certified. Exhibitors are encouraged to make sustainable choices in their stand construction, flooring, lighting (LED) and printed materials (recycled paper).

Low Emission Zone (LEZ):

Brussels Expo is located in Brussels' low emission zone. Diesel and petrol vehicles must comply with Euro emissions standard regulations. Classic cars (over 30 years old) registered in Belgium are automatically exempt if they're not used for commercial purposes. Foreign vehicles and commercial classic cars must be registered in advance.

Facilities & services:

- **First Aid:** Available daily: +32 2 658 42 21
- **Parking:** €12 per stay. Parking passes may be ordered via the webshop
- **Wi-Fi:** Free basic Wi-Fi available; fixed internet line recommended
- **Waste:** Separate waste collection required; failure to comply can result in fines.
- **Smoking:** Prohibited in all buildings; smoking areas are available outdoors.
- **Security:** General security available; specific stand security available on request.
- **Cloakroom:** Available for € 2.50 per item

- **Hotel reservations:** Contact Brussels Booking Desk (Cédric Devos: c.devos@brusselsbookingdesk.be)

Exhibition information

Exhibition location

Brussels Expo, Belgiëplein 1
Halls 5, 6, 9 and Patio. Visitors' entrances to the exhibition via Halls 5 and 9.

Opening hours

Friday, 14 November	10:00 a.m. - 8:00 p.m.
Saturday, 15 November	10:00 a.m. - 6:00 p.m.
Sunday, 16 November	10:00 a.m. - 6:00 p.m.

On the days of the exhibition, the building is open to exhibitors **one hour before opening until one hour after the closing of the exhibition.**

NOTE: You can enter the property via car park C (Romeinsesteenweg Brussels – R0 – Exit 7a 'Expo')

Brussels Expo map and accessibility

<https://www.brussels-expo.com/nl/accessibilite/>



Navigate with  **WAZE**

All of the prices shown in this manual are in Euros and are exclusive of VAT unless otherwise specified. The General Regulations for participation in trade shows and exhibitions organised by or in cooperation with Brussels Expo, a copy of which has been supplied to you via the back of your registration form, may also be requested free of charge from the exhibition organiser.

Project team



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Webshop orders

Brussels Expo Connections Service

T +32 (0)2 658 4255

E connections@brussels-expo.be

Stand construction and set-up schedule

Wednesday, 12 November 2025

Thursday, 13 November 2025

Friday, 14 November 2025

8:00 a.m. - 8:00 p.m.

8:00 a.m. - 8:00 p.m. (**exception: Hall 5 open until 3:00 p.m.***)

8:00 a.m. - 10:00 a.m. *Note: wicket doors will be the only ones open in connection with the heating in the halls.*

** In connection with the preparations for the Preview Night.*

Please bear in mind that a check will be performed upon your arrival at Brussels Expo to determine if there are any outstanding bills for your account. If this is the case, kindly make your payment at the InterClassics secretariat next to the main entrance of Hall 5. Non-compliance may result in an on-site visit to your stand to arrange immediate payment.

Tear-down:

Sunday, 16 November 2025

Monday, 17 November 2025

6:00 p.m. - 12:00 a.m.

8:00 a.m. - 1:00 p.m.

Access

Loading doors during set-up and tear-down

During set-up and tear-down, the loading doors for Hall 5, 6 and 9 will be open. Please closely follow the instructions of the traffic controllers present during these periods.

Lorries and vans during set-up period

When you arrive at Brussels Expo, you must first enter the property via car park C. During the set-up and tear-down period, you are expected to follow the directions of the traffic controllers at car park C. They will direct you to a suitable location for parking and unloading your lorry or van. A decision regarding the QR codes to access the site is pending. In all likelihood, Brussels Expo will create codes in advance that we can send or that people can use to log in and provide their details. People can use this information to electronically log in at the entrance to gate G and access will be provided. Once on the property, signposting will direct drivers to the loading and unloading areas for each hall.

Options for unloading inside the halls are very limited. During the set-up and tear-down periods, you may only drive onto the show floor in small vehicles. There is no room for loading or unloading lorries at the loading doors. Should it become necessary, the organisation reserves the right to refuse lorries at its discretion. The reason for this is to prevent damage or nuisance to others. You may use vans and non-motorised hand trucks/pallet jacks or trucks.

The petrol tanks for cars that will be displayed in the exhibition halls during the event may not contain more than 5 litres of fuel and the battery must be disconnected. This will be checked by AIB Vinçotte during the fire inspection.

Electric cars must be in very good condition. The battery (starter battery) must be disconnected or the vehicle must be set to 'showroom mode'.

During tear-down, everyone must enter at car park C and choose the lane to the desired hall. A special area will be set up there for tear-down traffic. Traffic controllers on motorcycles will escort a limited number of vehicles onto the site on demand. The traffic controllers will guide the vehicles in the most efficient manner possible. To ensure the tear-down process runs smoothly, vehicles must remain here and may not be moved.

Ownership of cars

InterClassics Brussels uses a sticker system to ensure the security of the exhibited vehicles. This may be compared with a 'vignette' sticker which cannot be removed without damaging it. You must affix this sticker to the vehicle to be displayed at the exhibition. You will also receive an exact copy of the sticker. Both stickers contain an identical, unique numeric code. When you drive the vehicle out of the hall, security personnel will perform random checks of both stickers to verify that you are the rightful owner of the vehicle. **You can collect the stickers prior to the exhibition during set-up from the secretariat at the front of Hall 5.**

Storage during the exhibition

Please contact Ziegler Expo Logistics regarding the storage of your items during the exhibition days. They may be reached by telephone on +32 (0)2 475 4543.

Trailers may be parked at car park C. If you would like to park your trailers for the entire duration of the exhibition, you must purchase a parking ticket for this purpose. You can do this via [this link](#).

Wristbands during set-up and tear-down

During the set-up period of the exhibition, stand builders will be given access to the exhibition area using a wristband that will be issued to you at car park C or may be collected from the secretariat in Hall 5.

The wristbands are only valid for employees working at the stand. Unauthorised or improper use of the wristband will result in its confiscation at the checkpoint.

Wristbands during exhibition period

You will receive the wristbands that you are expected to wear during the exhibition when you report to the reception desk at the entrance to Hall 5 during the set-up period. A different colour wristband will be valid for every exhibition day. The number of day wristbands that will be made available by the organisation for each day is determined based on the size of your stand:

Size of stand	Wristbands included	Max. extra that may be ordered
1 - 20 m ²	2	2
21 - 50 m ²	3	3
51 - 100 m ²	4	5
>101 m ²	5	8

The wristbands are only valid for employees working at the stand and are strictly personal and non-transferable. Unauthorised or improper use of the wristband will result in its confiscation at the checkpoint.

If the number of wristbands shown above is insufficient, you can order extra wristbands via [this webshop](#). As indicated above, the number of wristbands available for purchase is subject to a maximum based on stand space. If you would like to invite customers to attend the event, you can order customer tickets via [this webshop](#).

Legal identification

Every participant must be able to present legal identification during their stay at the Brussels Expo. This identification must be in the form of a passport or ID card that displays a recent photo, name and signature. We apply this policy because we would like to know who is working at Brussels Expo, and we are required check all personal data within the scope of the Foreign Nationals (Employment) Act, and it also enables us to take adequate action in the event of an emergency. For this reason, during the set-up period, we will ask everyone to present proof of identification at the doors. After presenting identification, people will receive their wristbands granting them admission to the halls.

Customer tickets

You can order customer tickets if you would like to invite your customers and business associates to attend the event. Customer tickets are a key element in your promotional strategy. Research has shown that exhibitors that send their business associates tickets get a 40% higher return from their exhibition participation.

You can order the customer tickets via [this webshop](#). A customer ticket is valid for admission on Friday 14 November, Saturday 15 November **or** Sunday 16 November.

The price for these tickets is **€10.00 each** (excluding VAT).

PLEASE NOTE:

- Customer tickets are sent by e-mail.
- Customer tickets are issued in digital form only.
- Unused customer tickets or codes may not be returned after receipt.

Stand construction

Stand construction, general information and placing orders

The costs of stand construction and design, technical connections and the use of these connections are at the exhibitor's expense to the extent they are not included in the description of the stand construction that Brussels Expo and/or MECC Maastricht arranges for you based on orders. Guidelines provided by the fire brigade must be taken into account; it may be necessary for certain stands to satisfy special requirements. The organisers cannot accept any liability for any costs arising from the mandatory satisfaction of any additional requirements.

It is prohibited to damage floors, walls, roofs and other parts of the building or uniform stand construction through the use of drills, nails, paint, glue, tape, etc. Markings on the floor indicate the front and side borders of the stands; in the event of doubt or the need to exceed these borders, it is advisable to contact the organisation of the exhibition for further information.

If you are bringing your own stand construction, you will have to take the following conditions into consideration:

- Your stand must be fully and neatly finished at the front but also the back of the stand.
- Flammable decorative materials such as hay bales, cheesecloth used as a ceiling protection or burlap used as a wall decoration must be impregnated or treated. The fire brigade can ask you to present a certificate attesting to the fire safety of these materials.
- Placing walls on the aisle side of island stands is prohibited. Exceptions may only be permitted in consultation with the organiser.

Cleaning the carpet at a stand during the exhibition is required for all halls. When this is not included in the price, you may order this service on a per-m² basis from your sales manager. NOTE: these carpet tiles are provided on a rental basis and are not purchased.

During preparations for the exhibition, it is important that you are aware of the guidelines regarding working safely. You will find the checklist for preparations for set-up and the guidelines involving safety at work [here](#).

Would you like to order uniform stand construction? Please contact MECC Maastricht Exhibitor Services. Please contact us via es@mecc.nl or +31 (0) 43 3838308.

N.B.: During the set-up period, support service personnel such as plumbers and electricians are available between 8:00 a.m. and 6:00 p.m. This is only the case 30 minutes before the event opens and until 30 minutes after it closes during the exhibition days.

Webshop

Webshop orders

[Link to Brussels Expo Webshop:](#)

You can place your orders for electricity and water connections, rigging, parking and internet connections via the webshop. You may also order extra products and services from the shop such as furniture, stand construction, audio-visual equipment, customer tickets, etc. You will have access to the webshop starting today. You will also find all the necessary information here on stand construction, set-up and tear-down, and technical information for the location.

Electricity ordered will not be operational during the set-up period. This will not be turned on until you report to Technical Dispatching. You will find all of the rules relating to the elements of the stand construction in [the safety regulations](#).

Webshop: Important dates

16-10-2025	Preferential rate expires
7-11-2025	Standard rate expires
12-11-2025, 11:59 p.m.	Ordering system closes

In order to ensure an optimal level of service and the best possible price, we recommend you place your order as soon as possible. Please bear the deadlines in mind. Starting on 13/11, it will no longer be possible to place orders via the webshop. Additional orders are only possible through the Brussels Expo service desk at the secretariat.

Log in

User name Your email address

Password If this is the first time you are logging in, click 'new user'. Fill in your details and follow the instructions to create a password (minimum of five characters including one upper-case letter).

Check to make sure your company details are shown correctly in the webshop. These will also be the details used for your invoice. If you would like to make changes after you have received the invoice, you will be charged additional administrative fees.

If you need information or would like to place an order for a product that you cannot find in the webshop, please contact us via the details below.

Contact details:

Brussels Expo Connections Service

T +32 (0)2 658 4255

E connections@brussels-expo.be

Please submit all your orders through the webshop. Unfortunately, email or telephone orders are not possible.

During set-up, the dispatching services will be available at the reception desk on the right side at the entrance to Hall 5. Please contact the staff at this desk for any questions or last-minute orders you may have.

Safety

Brussels Expo safety regulations

Working safely is an important theme at Brussels Expo, and not only for us, but also in order to guarantee the safety of you, your employees, stand builders and exhibitors. Brussels Expo facilitates and organises conferences, events, expositions, trade shows, and banquets.

The logistics involved in the set-up and tear-down of trade shows are dynamic by nature. This does not change the fact that all safety guidelines must also be followed during these stages in order to prevent accidents and incidents. Exhibitors and suppliers must navigate this complex working environment together with organisers, other exhibitors and Brussels Expo employees during set-up and tear-down. For the Brussels Expo safety regulations and the document on safety co-ordination, click [here](#).

We kindly request that you forward the link to the safety co-ordination information and the link to the safety regulations to your staff (and any other parties you are hiring). You can also send an email to this address for any questions you might have.

PLEASE NOTE: Stands measuring 72 m² or more are required to have a powder fire extinguisher/portable fire reel on site. If an exhibitor does not have this at the time the event starts, this may be purchased in [the webshop](#).

Brussels Expo's liability

Goods found at the exhibition venue or adjoining properties are placed there entirely at the exhibitor's risk and expense. The organisers are not responsible for insuring these items. Neither the organisers nor Brussels Expo are responsible for damage, regardless of the cause, to goods or for injuries to persons caused by or in connection with participation in the exhibition. The organisers and Brussels Expo are also not liable for damage to third parties caused by the use of the stand by the exhibitor or its personnel. The exhibitor indemnifies the organisers from any claims from third parties pursuant to the above.

The exhibitor is liable for and is required to be insured for every type of damage, caused through its own fault or negligence, that of its personnel or product submissions, regardless of the manner in which this occurs, and/or caused by persons employed by or outsourced to the organisers. The exhibitor indemnifies the organisers, as well as Brussels Expo, from all claims to compensation third parties may be able to assert.

Low Emission Zone

IMPORTANT

Low Emission Zone (LEZ)

On 1 January 2018, the LEZ (low emission zone) took effect in the Brussels Capital Zone. This means that:

- Diesel vehicles registered in Belgium with a Euro emissions standard higher than 4 may enter the LEZ. Diesel vehicles with a Euro emissions standard of 1, 2, 3 or 4 are not permitted.
- Petrol vehicles registered in Belgium with a Euro emissions standard higher than 1 may enter the LEZ. Petrol vehicles with a Euro emissions standard of 1 are not permitted.
- The **registration** applies to passenger vehicles, vans (≤ 3.5 tonnes) and buses/coaches **registered abroad (except in the Netherlands)**. Registration is free and valid for three years, provided there are no changes to the vehicle's specifications.
- Trucks (> 3.5 tonnes). These are vehicles for the transport of goods of category N2 or N3, and vehicles of category N1 with coachwork code BC. **These vehicles are allowed in the low emission zone.** There are no further steps to be taken, regardless of whether your vehicle is registered in Belgium or abroad.

Classic cars older than 30 years that are registered in Belgium

The exemption is automatically granted if all the following conditions are met:

- The vehicle is registered in Belgium
- The vehicle is more than 30 years old
- The vehicle is registered as a classic car with a Belgian number plate with 'O', '1-O' or a personalised number plate (in accordance with Section 4, §3 of the Ministerial Order of 23 July 2001 pertaining to the registration of vehicles)
- The vehicle is not being used for commercial purposes
- In this case, the exemption is automatic. No action is required and you are free to drive in the Brussels Low Emission Zone (LEZ). The exemption is granted for an indefinite period.

Classic cars older than 30 years that are registered abroad

You must request an exemption using the online form.

In order to validate your request for an exemption, the following are required:

- [Register the vehicle](#)
- Attach a copy of the registration certificate (grey/pink card)
- Once you receive the exemption, it will be valid for five years, provided that the conditions on which the exemption is based do not change.

Classic cars older than 30 years that are registered in Belgium and are used for commercial purposes

This includes rental cars for weddings or other events, for example.

To request an exemption: <https://lez.brussels/mytax/nl/exemption/select-country>

- In order to validate your request for an exemption, you must attach proof that the vehicle is part of a 'business concept' and is used for commercial or tourist purposes (for example, by submitting photos or a copy of a brochure).
- Once you receive the exemption, it will be valid for five years, provided that the conditions on which the exemption is based do not change.

The LEZ zone is monitored by a network of cameras (cameras with number plate recognition) which are installed at the entrances to the LEZ zone. Registration is therefore mandatory.

Brussels Expo is located inside this LEZ zone. However, Brussels Expo will also be accessible without the need to enter this zone, namely via Gate G on the Romeinsesteenweg (located outside of the zone). This is good news for the exhibition set-up period since entry will be permitted **exclusively** through **this** gate.

However, leaving the Expo via Gate C or Gate D1 will mean that you **will** be in this zone. The vehicles that leave the property on their own initiative will end up on the public road, which means that these vehicles **must be registered**. Vehicles that do not actually drive on the public road because they are being transported for example, do not have to be registered. The vehicle transporting the vehicle in question must naturally satisfy the conditions necessary to drive in the LEZ.

For a map of the LEZ zone: <https://lez.brussels/mytax/nl/practical?tab=ZoneLEZ>.

To register your vehicle: <https://lez.brussels/mytax/nl> (have your vehicle registration papers to hand). For further information, please visit the LEZ website <https://www.lez.brussels/nl>.

See the table below for information on vehicle admission to the Low Emission Zone for the coming years:

Diesel

Norm	2019	2020	2021	2022	2023	2024	2025
Euro VI / 6	✓	✓	✓	✓	✓	✓	✓
Euro V / 5	✓	✓	✓	✓	✓	✓	⊘
Euro IV / 4	✓	✓	✓	⊘	⊘	⊘	⊘
Euro III / 3	✓	⊘	⊘	⊘	⊘	⊘	⊘
Euro II / 2	⊘	⊘	⊘	⊘	⊘	⊘	⊘
Euro I / 1	⊘	⊘	⊘	⊘	⊘	⊘	⊘
Geen Euro	⊘	⊘	⊘	⊘	⊘	⊘	⊘

Benzine/LPG/CNG

Norm	2019	2020	2021	2022	2023	2024	2025
Euro VI / 6	✓	✓	✓	✓	✓	✓	✓
Euro V / 5	✓	✓	✓	✓	✓	✓	✓
Euro IV / 4	✓	✓	✓	✓	✓	✓	✓
Euro III / 3	✓	✓	✓	✓	✓	✓	✓
Euro II / 2	✓	✓	✓	✓	✓	✓	⊘
Euro I / 1	⊘	⊘	⊘	⊘	⊘	⊘	⊘
Geen Euro	⊘	⊘	⊘	⊘	⊘	⊘	⊘

Other information

Booking hotel rooms

In order to ensure that you can stay in a nice, well-kept hotel during the exhibition, the organisation team has selected several different hotels, in cooperation with [Brussels Booking Desk](#). We do recommend booking your room(s) in time given the limited availability in the city of Brussels. You can book rooms via this [link](#).

Questions? Would you like to book a group reservation for nine or more rooms? If so, please contact the Brussels Booking Desk directly:

Cédric Devos

T: +32 - 2 552 00 08

E: c.devos@brusselsbookingdesk.be

The Brussels Booking Desk is the dedicated accommodation booking service affiliated with the Brussels Convention Bureau (VisitBrussels), with the support of the Brussels Hotel Association (BHA) and the Brussels Enterprises Commerce and Industry (BECI, Chamber of Commerce).

Working with third parties

The law on the health and well-being of employees applies and there is a specific set of regulations for contractors.

For informational purposes, depending on the nature of the activities at the Brussels Expo location, Brussels Expo would like to emphasise that:

- Exhibitors must be considered to be the employer at their stands; the laws on 'employer/employee', 'contractor/subcontractor', 'working with third parties' apply;
- The laws of Belgium always apply, even when these differ from those of other countries and regardless of the nationality of the contractor and/or its employees present at our venue;
- The labour inspectorate (Federal Public Service for Labour and Employment) has the same resources at its disposal as the federal judicial police.

General information

The law of 4 August 1996 on the welfare of employees whilst carrying out their work also applies to working with third parties.

Additionally, this not only takes into account subcontractors acting as employers, but also subcontractors carrying out their work as independent contractors.

The social welfare act provides on the one hand for the exchange of information, co-operation and the co-ordination between the various parties involved, and on the other, establishes a system by which the employer contracting work out to external contractors is entitled to supervise the actual application of the laws by the contractors.

The employer of the institution at which the employees of external companies perform work must:

- Provide the employers of these contractors with the necessary information for its employees with regard to the risks and the measures (relating to the employees' welfare) specific to its institution;
- Ascertain that the contractor's employees have received the appropriate instructions inherent to the client's or contractor's business activity;

- Co-ordinate the activities of the contractors and guarantee the co-operation between them and its own business in implementing the measures regarding the employees' welfare in carrying out their duties.

The employers of external companies must:

- Provide the employee for whom their employees carry out work with the necessary information regarding the risks specific to their work;
- Lend their co-operation with the co-ordination and the working relationship.

Work carried out by external companies:

- The employer of the institution at which the employees of external companies perform work must bar companies for which it has knowledge that the employer is not complying with the laws on the safety and health of its employees.

Waste

Brussels Expo has a system of waste separation in place. Exhibitors are responsible for their own waste. Brussels Expo can handle the removal of waste for you. If you would like to dispose of waste during the hours the exhibition is open, you can do this in the containers placed by Brussels Expo. You will find these containers near the doors between Halls 5 and 6, between the doors of Halls 6 and 7 and near doors A and B in Hall 9. Please leave any remaining waste next to your stand after closing time. You must also separate waste for collection.

Local regulations demand that every party involved is responsible for their own waste removal. These parties must contact the cleaning company for the removal, separation and collection of waste.

- Waste that is produced during the exhibition, both solid waste such as paper, cardboard, plastic and so on as well as liquid waste must be removed from the stands and surrounding spaces every day.
- Liquid waste or other liquid products may not be poured into the sewage system (or toilets) under any circumstances.
- If the party concerned fails to comply with these regulations, the organisation has the right to have the waste removed.
- This will be done by calling in a contractor appointed by the organisation, at the exhibitor's risk and expense.
- The cleaning/collection/separation companies appointed by the organising committees must bring their waste to the collection centre where it will be separated.
- Hazardous waste (paint, solvents, etc.) may not be removed together with normal waste and must be collected at the locations designated for this purpose (consult the cleaning company for further information).

Smoking policy

Smoking is prohibited throughout the Brussels Expo complex, including the secretarial offices rented by the organisers. Please refer to the following legislation in this regard:

- Royal Decree from 15-05-1990
- Ministerial Decree from 09-01-1991
- The Royal Decree from 19-01-2005 provides for 'the protection of employees from tobacco smoke'. This law took effect on 01-01-2006 and stipulates a smoking ban for all employers, employees and third parties (as well as all independent contractors, exhibitors, customers, etc.) at every place of work.

- **In short, everyone entering the halls at Brussels Expo must comply with the smoking ban. This applies during set-up, the event itself and during tear-down.**

Authorised agencies will be responsible for enforcing this legislation. These inspectors will have the authority to issue notices of default and fines to offenders.

In the event of a violation and notification of such, the offender must immediately comply with instructions and extinguish their cigarette. Failure to do so will require the party in violation to leave the Brussels Expo immediately.

In order to provide employees, exhibitors and visitors the opportunity to smoke outdoors, Brussels Expo will make waste bins available that are specially equipped with ashtrays at a few strategic locations.

First aid

During the hours that the exhibition is open, a first-aid team (EHBO) will be present at the halls of the Brussels Expo. In the event of an accident during the set-up and tear-down periods as well as the days of the exhibition, you can contact this first aid team by telephone on +32 (0)2-658 4221 (8:00 a.m. – 7:00 p.m.).

Security

In spite of the *general* security hired by the organisation to work during the set-up, event and tear-down periods, you will be responsible for the security of your own stand and stand design. Stand security can be arranged if desired. You can order this service via c.leleu@brussels-expo.com.

Submitted requests may be cancelled up to two weeks before the start of the event; any cancellations received after this deadline will not be honoured. The security company may not be held liable for missing or damaged property.

Brussels Expo Wi-Fi and internet

Brussels Expo offers an extensive Wi-Fi network for all its exhibitors and visitors, at all locations in the buildings. Although the connection is fast and easy to use, it is not guaranteed and is only suitable for limited applications.

How does it work?

1. Once you are at the Brussels Expo complex, simply start up your browser and select the 'Free Expo Wi-Fi' network.
2. You can now register.
3. After you have registered and logged in successfully, you will have free access to the internet.

Your session will expire after around two hours. If you would like to reconnect, just repeat the steps described above.

We recommend ordering a wired internet connection if you will be giving presentations or would like to stay connected for longer periods at your stand. Go to [this link](#) to order.

Toilets

Using the toilets at the Brussels Expo during the exhibition is free of charge.

Cloakroom

Areas specially designated as cloakrooms are located in the entrance hall of Hall 5 as well as the Astrid Hall on the car park C side. The costs for this service are €2.50 per item to be stored. The cloakroom will be open during the hours that the exhibition is open. After these hours and in consultation with the organisation, any garments not collected will be transferred to the secretariat office or security.

Parking during the exhibition

The parking rate at Brussels Expo is €12.00 (including VAT) per stay. The fee is payable at the till at the entrance to car park C. Special parking passes are available for purchase by exhibitors. The price of a parking pass for standard vehicles at car park C is €29.76 (excluding VAT) and the pass is valid during the days of the exhibition as well as during set-up and tear-down (note: this is not included in the number of exhibition days).

If you would like to purchase a parking pass for a lorry, trailer or camper, you may only park in car park C. The costs of this pass are €89.28 (excluding VAT). You can order these passes from the Brussels Expo webshop via [this link](#). Even though the parking pass guarantees the bearer a parking space, it does not entitle the bearer to a specific spot in the car park. Brussels Expo does not accept any liability for theft or damage that is incurred or arises in or around the parking facilities. Once purchased, parking passes may not be returned.

Organiser MECC and sustainability

The organiser of the event, MECC Maastricht, has been awarded the Green Key Gold-level certification for the fifth year in a row. Gold is the highest attainable level for this international certification programme that stands for sustainable operations in the hospitality industry. This is once again confirmation that, in its business operations, MECC Maastricht takes optimal account of the consequences of its actions for people, planet and profit, without sacrificing comfort and quality.

MECC Maastricht aims to get exhibitors involved in its vision on sustainability and make them aware of the sustainable options for their participation in a trade fair. Sustainability reduces energy consumption, limits the production of waste, and therefore contributes to a better environment.

Printed materials and merchandising

Brochures/flyers or other printed advertising materials may only be distributed **at** the stand. Printed materials may be printed on recycled paper using sustainable ink. When purchasing other merchandising materials, make a conscious decision to learn about the entire product life cycle of the product, from start to finish, thus taking the balance between people, planet and profit into consideration.

Sustainable stand construction

Sustainable materials can be used to build the exhibition stand, such as:

- Wooden stand walls
- Pre-upholstered wooden stand walls
- System construction walls
- Truss construction
- Reusable and/or renewable materials
- Reuse of ready-to-use exhibition stands previously used at other events
- Less environmentally harmful paints that carry a quality mark

Sustainable flooring

Consider re-using your flooring (such as carpet tiles) or use flooring that is produced in a sustainable manner.

Stand lighting

To create a special ambience in the exhibition stand and/or to spotlight products, energy-efficient lighting is also possible. PL, TL, SL and LED lighting are all considered energy-efficient lighting. Halogen lighting and bulbs do not comply. Bear in mind that the lighting in the halls of the Brussels Expo is not optimal for providing sufficient lighting for the vehicles.