

Briefing Exhibitor

Dear exhibitor,

Thanks a lot to book a booth for the 7th. International B2B Software Days – the Future of Digital Business on 8/9.5.2023 in the Vienna Town Hall. Enclosed you will find our briefing for you to receive all necessary information to enable an easy and beneficial exhibition experience.

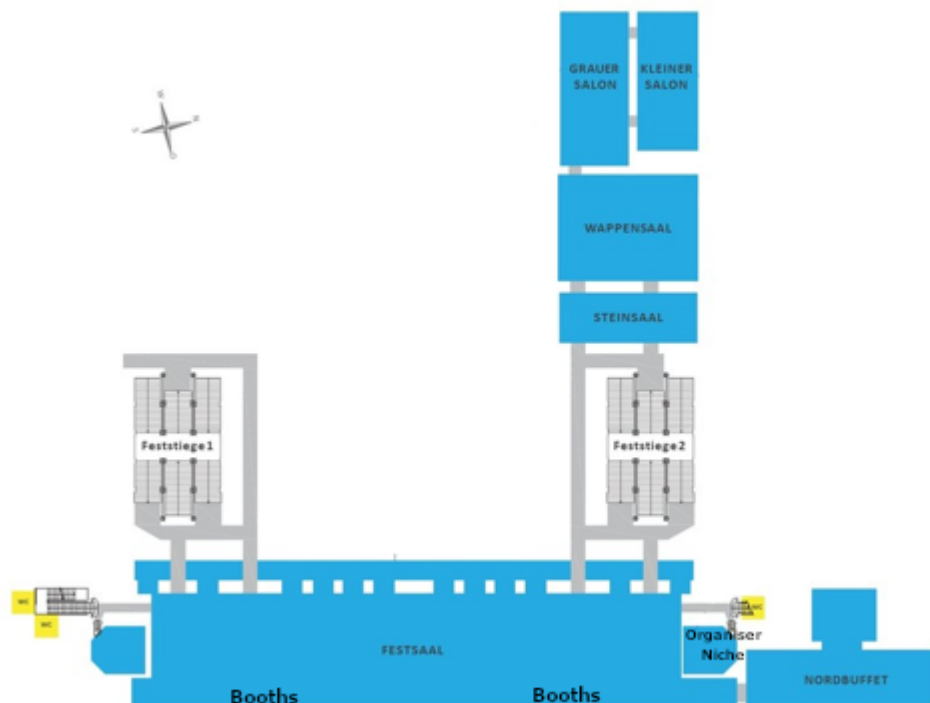
Address

Address: Wiener Rathaus/Vienna City Hall, Festsaal (1010 Vienna)

Please use the entrance: Lichtenfelsgasse 2, Feststiege 2 to go to the first floor (Festsaal). A loading area is available in front of the Vienna City Hall.

Location Plan

The event takes place in the Viennese City Hall with its rich Gothic facade. The "Festsaal" ballroom can be found on the first floor at the front of the hall, with views of the ring road, Burgtheater, and inner city. The 1st floor ballroom is 71 meters long and spans a width of 20 meters. The ballroom runs adjacent to the banqueting hall, also adjoining with the north buffet and armorial hall.



Booth

We have space for 16 exhibitor booths in the Festival Hall. It includes a 2x2 m² space, a table, 2 chairs and power plug. Free Wifi is available in the whole area. We recommend to show up with roll-ups, as the "building-up" has to be done in the morning of the first day. And the building-down right after the ending of the second day.

Building up/down

The location is accessible from 7:00 a.m. on 08.05.2023 and the registration for the visitors will start at 08:45. So please finalize your building-up at latest 08:30.

Please finalize your building-down on the second day at latest 18:30.

How to access the location, where is the lift and the loading area and where to park you can find here: <https://prod5.assets-cdn.io/event/9332/assets/8316938028-484104786f.pdf>

Promotion Material

As this event is organized by green event principles, please avoid paper promotion material or other physical give-aways. As we address with this event the digital industry – this shall be an easy task.

Meet me there template

Why not promoting your participation as an exhibitor via your social media accounts?

Here you can find an easy to adapt LinkedIn template. Do not forget to mention our #SWDays23

Booth number

You will find your booth number here:

B2B Meetings on your booth

The whole afternoon on 8.5.2023 is reserved for b2b meetings. Your B2B meetings will take place on your booth to welcome potential business partners on your branded table. Please check, if you have activated the two b2b sessions in your agenda and if you have promoted your products and services via the menu point "Marketplace"

Second person

Please inform us if a second person will be present on your booth. Of course, this second person can also have his/her meetings on your booth. Attention – we recommend to have not more than two colleagues on your booth.

Contact person

For any further questions, please get in contact with us. During the event you will find us in the organiser-niche between Festsaal and Nordbuffet.

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