

Plant Food Festival **Øksnehallen, November 4-5, 2023**

Exhibitor Information

Exhibitor prices can be seen at: www.plantfoodfestival.dk
Apply for a stand at: <https://www.surveymonkey.com/r/PFF2023>

The exhibitor will receive an invoice after booking which shall be paid within 8 days after reception. If it turns out that incorrect information has been given during booking, the exhibitor will receive a cancellation of the booking.

You will be contacted within a week regarding confirmation of booking and allocation of the stand. DVF is entitled to move the allocation of exhibitors at any time.

If the exhibitor wishes to cancel the booking after payment, a fee corresponding to 10% of the price will be charged for cancellations done more than 4 months before the event (ie. before 04.07.23), 30% of the price for cancellation done between 3 and 4 months before event (04.07.23-03.08.23), 75% of the price for cancellation done between 2 and 3 months before the event (04.08.23-03.09.23), after 03.09.23 DVF will not be able to give a refund to the exhibitor.

If external circumstances of an unusual nature make it impossible to carry out the expo or only can be carried out under unreasonable circumstances, the participation fee will not be refunded. These can be labor disputes (strikes or lockouts), fire, including fire damage, war, terror, riots, disturbances, natural disasters and cloudbursts, currency restrictions, public seizure, import or export bans, public orders and restrictions, shortages of goods, disruption of ordinary traffic, including energy supply, significant price or tax increases and fluctuations, production or delivery difficulties due to conditions that can not be blamed on DVF.

The following exhibitors are accepted: vegan food, cosmetics, clothing, food service providers, retailers, cooks, dietitians, publishing houses, book authors, apps, education providers, associations, organizations, public authorities, and institutions (ask if not mentioned here).

We do not accept non vegan products and political parties.

Joint exhibitor stands have to be accepted by DVF before booking.

All marketing, products, and services must comply with applicable law.

The proportion of organic products indicated during the request for a stand must be respected. The organic stands will be marked with a gold, silver or bronze heart.

DVF can not be held responsible for damages or losses during the expo. The exhibitor should make sure that their insurance covers such.

BEFORE THE EXPO

Electricity, furniture, etc.

The **deadline** for electricity, furniture, carpet and other equipment is on **13.10.2023**. After that Øksnehallen will charge an additional fee of 20%. Please note that these orders have to go directly to Øksnehallen at dj@dgiby.dk.

Please claim any damage on furniture etc. before the expo starts. Otherwise Øksnehallen cannot accept any claims.

SETUP

03.11.2023: TBA.

04.11.2023: 08.00 - 10.00

The walls are white and hanging from the ceiling. You are NOT allowed to hang, pint, glue etc. on the walls.

Please claim any damage on walls before the show starts. Otherwise we cannot accept any claims.

Please stay within the booked square meters and do not use the aisles for goods.

We reserve the right to charge a fine of DKK 2,000 for failure to set up before the opening or dismantle a stand before closing .

Delivery to Øksnehallen

Please deliver goods only on the 03.11.2023 during the setup times and not earlier to:

Øksnehallen

Plant Food Festival | stand xy

Halmtorvet 11

DK-1700 Copenhagen

Delivery by own vehicle

For unloading and the build-up you can use the Kvægtorvet, the area in front of the main entrance. Please note that you can not park here. Parking guards patrol the area and are quick to hand out fines.

Exhibitor badges

You can pick up your exhibitor badges at the info-desk on Friday or in the morning of the first day of the expo. Please note that we only hand out the badges if all invoices are paid and if ordered during sign up.

DURING THE EXPO

Opening hours for visitors

Saturday: 10-17

Sunday: 10-17

You are expected to have your stall open during the opening hours.

The space will be open for exhibitors:

Saturday: 8-18

Sunday: 9-21

Please note that it is not allowed:

- **to sample or deliver flyers to the visitors outside the borders of your own booth**
- **to hang posters in any public areas of the fairground.**
- **to bring animals into the hall.**
- **to show, sample or sell any non-vegan products.**
- **to remove the gold, silver and bronze heart.**
- **to bring less organic products than you indicated during the booking of the stand.**

Parking

Exhibitors are referred to DGI-byen's car park. The car park is centrally located with an entrance on Ingerslevsgade, 1704 København V. Parking in the car park is restricted to vehicles weighing under 3,500 kg total weight or with a maximum height of 2m. If max weight and height is exceeded, please use the parking site in Hvide Kødby and Ingerslevsgade. For general prices and parking hours in Copenhagen, see: kk.dk/parkering.

Waste

Your waste will be picked up overnight. Please just put it in front of your booth on the aisle.

Please try to use reusable dishes/cups or at least recyclable dishes/cups.

AFTER THE EXPO

Dismantling

05.11.2022: 18.00 - 21.00

06.11.2022: 8.00-10.00 - Only pick-ups!!!- Please inform Øksnehallen

ORGANIZERS ON-SITE

You will always find a member of our team at the info-desk near the entrance during build-up, during the expo and during dismantling. In urgent cases please call **+45 71 79 76 76** to find us during build-up and the expo days.