



ROSCon 2016 October 8-9, Seoul, Korea Exhibitor Manual

WELCOME!

On behalf of ROSCon 2016, we are delighted to welcome you to the fifth annual ROS Developers' Conference. Your organization will be part of an innovative exhibition meant to inspire, educate, and connect the ROS community. Please refer to the following information regarding your exhibit:

LOCATION

Conrad Seoul

10 Gukjegeumyung-ro (Yeouido) Yeongdeungpo-gu
Seoul, 07326
South Korea

EXHIBIT & TRADE SHOW SCHEDULE

Exhibitor Move-in: Friday, October 7: 19:00– 20:00

Exhibit Hours: Saturday, October 8: 08:00-18:30
Sunday, October 9: 08:00-18:00*

Exhibit Move-out: Sunday, October 9, 18:00- 19:00

**Conference content is scheduled to conclude at 18:00. Please wait to dismantle your booth until this time. The full program can be viewed [online here](#).*

EXHIBIT SPACE

Each tabletop exhibit area will be supplied with the following:

- One (1) – 6' long x 24" wide display table with tablecloth and two (2) chairs. Please note: Two tables and four chairs will be provided for Platinum and Gold sponsors for your allotted double booth space.
- Standard power supply of 220V with Europlug or Schuko socket type (see image)
- Complimentary wireless internet access
- Wastebasket





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What is NOT included in your exhibit area:

- Electrical cords
- Cables or other hardware
- Materials handling
- Spot/task lighting
- Additional chairs and tables
- Signage (free standing recommended)
- Monitors and other audio visual equipment
- Power supply converters

If you require any additional items for your exhibit table, please contact NooRee On, Event Executive at the Conrad Seoul, via email at NooRee.On@conradhotels.com to make arrangements. Exhibitors are responsible for rental and delivery cost of any additional needs, such as AV equipment.

SHIPPING INFORMATION

Shipments can arrive Monday, October 3 – Friday, October 7. Shipments that arrive before Monday, October 3 will not be accepted. Deliveries can be made these same days between 09:00 – 17:00 hours.

Please note: all exhibitors are responsible for their own shipping and associated handling costs, both inbound and outbound. Please see below for package handling information.

PACKAGE HANDLING – INBOUND

Please label all packages as indicated in the following example. In addition to the address, please be sure to include NooRee On in the attention line, the name of the event, the dates of the event, and the individual package number along with the overall number of packages sent.

Conrad Seoul

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Seoul, 07326, South Korea

ATTN: Event Executive, NooRee On
ROSCon 2016, 3FL Grand Ballroom
October 7-9, 2016
Package 1 of 2

PACKAGE HANDLING – OUTBOUND

Due to strict customs regulations in the South Korea, we highly recommend that you have all forms and shipping documents for return shipping ready *before* you arrive at the Conrad. For customs forms and FAQ, please visit <http://www.customs.go.kr/kcshome/site/index.do?layoutSiteId=english>

Please affix a completed carrier waybill to each package to expedite the process for out-bound shipments. Pick-ups need to be scheduled by the exhibitor for Monday, October 10 between 09:00 – 17:00