

## REGULATIONS

# ARCHITECTURE & DECORATION RULES

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## IMPORTANT

MILIPOL 2023 Architectural Regulations cover the stand layout and construction rules which have been set out to guarantee the proper operation of the exhibition and optimum visit comfort.

**Re-used stands are subject to the 2023 Architectural Regulations like newly constructed stands.**

They must comply with the required setbacks and heights and must be approved by MILIPOL PARIS 2023 Architectural Service.

In order to avoid disputes, it is **mandatory** to submit the stand layout plans by post or by email for approval **by 17<sup>th</sup> September 2023.**

**The stand layout plans must necessarily include the following elements:**

- Scaled and dimensioned floorplan
- Scaled and dimensioned elevation
- 3D view of the stand

**Any project that will not comply with the Regulations will be rejected, and any stand that would be erected without the approval of MILIPOL 2023 Architectural Service will be dismantled at the exhibitor's expense.**

**MILIPOL PARIS 2023 Architectural Service**

**DECOPLUS**

Tel : +33 (0)9 67 8 93 85

E-mail : w.decoplus@free.fr

## REMINDER

It is strictly forbidden to drill, screw, nail or embed the walls, cladding panels, pillars and floors of the halls, in particular to anchor exhibited machines. Furthermore, it is forbidden to pain or mark the walls, pillars and floors of the halls.

Your site must be restored to its original state.

**All rubbish (carpet, adhesive...) must be removed.**

The damage reported during dismantling of the stands will be charged to the exhibitor responsible.

**The exhibitor is himself responsible for its suppliers: decorators, installers, contractors...**

A € 300 excl. VAT fee will be applied by hole in case of non-respect of these instructions.

## 1- SETTING-UP OF BOOTHS AND PRESENTATION

Exhibits on display must not disturb or damage neighbouring booths. **No exhibit may exceed the surface area of the booth.**

Weight allowance on the floor:

- For a weight evenly spread on 1 sq.m : **5 tons per sq.m**
- For a weight localized on a 0.10 m x 0.10 m area: **6.5 tons**
- For a weight when moving (maximum speed: 5 km per hour): 13 tons per axle

## 2- ACOUSTIC ANIMATION

The maximum sound level must not exceed 80 dB (A) – in a 2.5m area surrounding each booth and this without any exception, even for a short period.

To avoid any disputes, contact the organiser the day before the opening for the calibration of your installation.

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## 3- ELECTRICAL FITTING ON BOOTHS

For obvious reasons of safety, it is strictly forbidden to use the Exhibition Centre's private installations (hall raceways, water gutters, etc.) as a passageway for the booths electrical cables. Only the technical department of the Exhibition Centre is authorized.

## 4- HEIGHT OF STANDS, CLEARANCE LIMITS AND OPENINGS INTO AISLES

Decoration and fitting of the booths (partitions, structures) must comply with the following prescriptions:

- Decoration and construction items: maximum height 5.00 m.
- Signs and light trusses: maximum height 6.00 m.
- Slings, rigging points: maximum height 6.30 m.

**Heights and recesses (heights are stated from the ground level of the building):**

- Adjoining partitions height: 3.00 m – No recess
- Partition or construction items, height: from 0 to 3 m – No recess
- Partition or construction items, height: from 3.00 to 5.00 m – recess 1.00 m from the aisles and the neighbouring booths
- Signboards height: 6 m maximum – recess 1 m from the aisles and the neighbouring booths. The signage must be independent of the building height and cannot be connected in any case.
- Light trusses height: 6 m – recess 1 m from the aisles and the neighbouring booths

All constructions or decorations items set up at the edge of the booth, which are over 3.00 m high and within the 5.00 m limit above the building floor must be positioned 1 m away from the neighbouring booth.

Storeys or hard ceilings must apply a 2.00 m recess from an adjoining partition so that it remains at least 4.00 m between 2 hard ceilings or double storey booth.

Fascia: A fascia cannot be higher than 3.00 m from the ground. If a fascia is supposed to show a signboard or any item higher than 3.00 m, this signboard or item must comply with the above recess regulation (1.00 m recess), particularly in case of common ownership.

Items prohibited: high voltage circuits, laser and flashing signs.

## 5- PARTITIONS AND CONSTRUCTIONS BORDERING THE AISLE

### Opening on aisles

Any construction at the edge of a booth having one or several open sides **must respect the maximum closure of 50 % (on each side of the booth) with a maximum of 6 linear metres** (Scheme 2). **Transparent structures (e.g. glass, see through fabric which clearly allow seeing inside a booth cannot be considered as an opening. Openings must be physical walk-through passages. Any closing beyond will have to respect a withdrawal of 2.00 m compared to the alley.**

Sides of offices, décor or panels facing towards the neighbouring stands must be smooth, plain coloured and painted or covered with M1 fireproof mural fabric. No electrical cable is allowed to be seen.

It is forbidden to erect a wall or screen made up of partitions or office sides that impairs the overall view of the show or hides the neighbouring booths. For this reason, a 2.50 m wide opening must be established every 6.00 m.

## 6- SIGN / LIGHT TRUSS

The sign must be positioned at the level between 3 and 6 m from the floor. The top of the light truss must not be higher than 6 m above the building floor. The sign must not extend beyond the space of the booth, and must not be closer than 1 m to the neighbouring booth and aisles.

## 7- RE-USED BOOTHS

Re-used booths are subject to the architectural regulations in the same way as newly built booths. They must abide by prescribed height limits and recesses.

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## 8- LIGHTING

Flashing lights and revolving lights must be oriented in a way to avoid any trouble to the visitors and neighbouring booths.

Rotating and flashing lights may only be lit for periods of 15 minutes each hour.

## 9-COVERING OF PILLARS

It is strictly forbidden to drill, screw, nail or embed in the wood cladding covering pillars of the hall. The exhibitor is allowed to put his/her partition against the wood cladding without causing any damage. The maximum height allowed to cover the pillars is 5 m including for any signage that must comply with the recess regulation in case of vicinity. There is not any derogation because of the fire signage located on the pillars by Paris Nord Villepinte Exhibition Centre.

## 10-SLINGING / HANGING FROM THE FRAMEWORK

Hanging operations from the hall framework must be carried out exclusively by the technical services of the exhibition centre.

### IMPORTANT

For others suspension (suspended after the slings) please take note of the new safety specification in force in the Exhibition Centre of Paris Nord Villepinte in the HANGING & OVERHEAD POWER SUPPLY, TRUSSES AND LIGHTS section in the USEFUL INFORMATIONS category of this guide.



Installations	Total load and height (h)	Inspection body		
		BC	TC**	INST ***
Repetitive rigging points	< 1000 kg and h < 3.50 m			X
	< 1000 kg and h < 6.20 m		X	
	< 1000 kg and h > 6.20 m	X		
	> 1000 kg	X		
Non-repetitive rigging points	Regardless of the total load or height	X		

\* Inspection office (BC): person or body that is accredited either by the Ministry for the Interior.

\*\* Competent technician (TC): a competent technician is a person with professional experience or certified training in the area of assembly and inspection of dismantlable assemblies.

\*\*\* Installer (INST): a person who sets up a stand for the exhibitor or the exhibitor him- or herself.

The safety specifications for the Paris Nord Villepinte exhibition centre have been modified to include control procedures for these installations.

It is now mandatory for installations to be inspected and certified by an approved control agency (\*) before they are mounted on attachments.

This agency may require the design calculations provided to the exhibition centre to check attachment weights. The inspection means that installation stability reports can be obtained and submitted to the safety manager before the show opens.

To help you in these procedures, we have referenced the control agency below, although you are free to use any agency below :

### SOCOTEC

Mr Patrick PEIRERA

Tél. : +33 (0)6 08 12 08 21

Tél. : + 33 (0)1 45 18 21 90

E-mail : [patrick.pereira@socotec.com](mailto:patrick.pereira@socotec.com)

\* Control office approved by the Ministry of Housing and Sustainable Housing.

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## 11-RAISED LEVELS / REGULATIONS

- A storey cannot be built on a booth smaller than 72.00 sq.m (Scheme 4).
- The area of the storey must not be larger than the half part of the ground level area.
- The storey must be located in the most central part of the booth.
- The storey must comply with the recess regulation: 2 m inside the booth area from the aisles and the neighbouring booths.
- No floor and/or overhead structures can link two stands across an aisle except for interior aisles within island booths.
- The maximum height of the construction must not exceed 5 m. It is forbidden to cover the premises and upper parts of the raised level.
- A recess of 2 m to the adjoining limits of the booth has to be respected. It is strictly forbidden to dispose any fitting above the aisles (structure or Signboard Bridge, flag...).

It is mandatory to send, before Friday 17<sup>th</sup> september 2023, two copies of the stand structural stability certificate issued by an authorised body (\*), as well as the drawings and strength calculations together with assembly instructions to the following address:

**CABINET SECURITE & INCENDIE**  
**AFS CONSEILS**  
 56, rue Roger Salengro  
 93110 Rosny-sous-Bois – France  
 Email: afrancioni@afsconseils.fr  
 Tel : +33 6 70 61 95 11

(\* ) *Expert in the strength of buildings, double-deck stands*

### IMPORTANT

Please read "Disabled Access at the Show" regulations.

## 12-EXPOSURE OF MOTORISED VEHICLES WITHIN THE HALLS

Exposure of car or any other motorised vehicle is allowed inside the halls if they have a direct relationship with exposure. The establishment of trailer "stand" or the like is prohibited. Tanks must be emptied or fitted with caps key. Pods storage batteries must be protected so as to be inaccessible.

A declaration to the Prefecture of Seine Saint Denis is to be sent in 3 copies one month before the opening of the event for all motorised vehicles or equipment used in decoration or layout of stands (trucks restoration type). For further information, contact the responsible for Safety and Fire.

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## 13-USE OF GAS CONTAINERS

The number of gas containers must be kept to a minimum. Their on-booth storage is strictly forbidden. Their connection and fixing to the machine is mandatory.

The use of empty or fake bottles is to be preferred whenever possible. They must be identified and marked by the exhibitor.

## 14-ADVERTISING AND PROMOTION INSIDE THE EXHIBITION

The booth allocated to the exhibitor is the only place where it is permitted to show or promote its products or services. Any advertising or promotional action (handing out of brochures or objects at the exhibition entrances or in the aisles, demonstrations, etc.) is strictly forbidden outside the booth limits or in the areas around the hall (reception gallery, car parks and square).

On his booth, the exhibitor is not permitted to use equipment or take actions that cause visual, auditory or other nuisance to his neighbours or to the visitors.

Any advertising or promotional campaign of erotic nature – or considered as such by the organiser – is strictly forbidden inside MILIPOL PARIS 2023 exhibition premises.

## 15-EQUIPMENT IN OPERATION

All machines and equipment shown in operation during the exhibition must be declared to the organiser; otherwise they will have to cease operation.

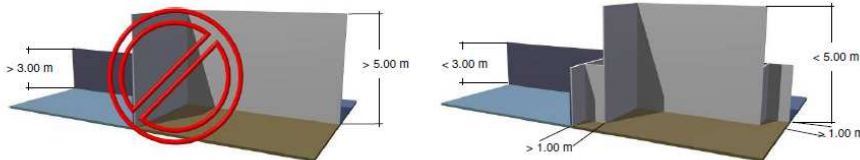
All presentations and demonstrations shall be carried out under the exhibitor's full responsibility. Only machines and equipment approved by the Safety Commission as complying with the regulations will be allowed to be exhibited in operation.

A protected area must be provided to ensure that the public is kept at a minimum distance of 1.00 m from operating machines. This distance may be increased depending on the exhibit's features. These provisions shall apply to all stands.

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**Rules decoration, architecture and animation**

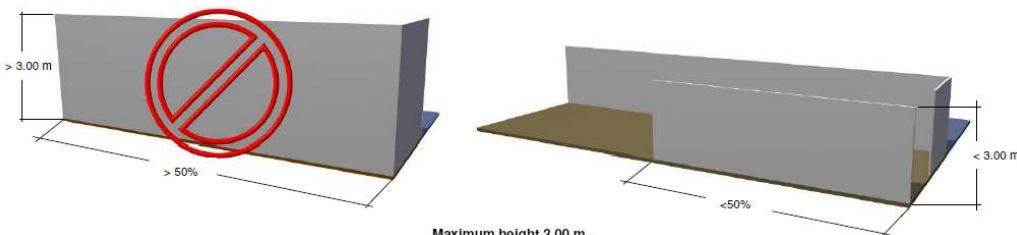
**Construction Height / Recess**



**5.00 m maximum** (3.00 m for partitions between stands with or without raised technical floor)

Any construction or decoration item which is higher than 3.00 m, but not higher than 5.00 m, from the building floor, and which is erected next to adjoining stands, shall be set back 1.00 m from the adjoining stand(s) and aisle(s).

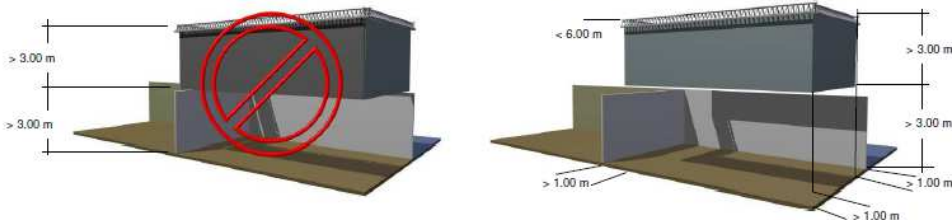
**Partitioning and Construction on Aisle Boundaries**



**Maximum height 3.00 m.**

Any construction on sides exposed to aisles must include a 50% opening on each side exposed to an aisle. The glass, curtains, frozen adhesive, half partitions... will not be accepted as an opening. On the opposite, is considered as opening any physical unit allowing access. Construction height must not exceed 3.00 m (with or without raised technical floor) alongside aisles.

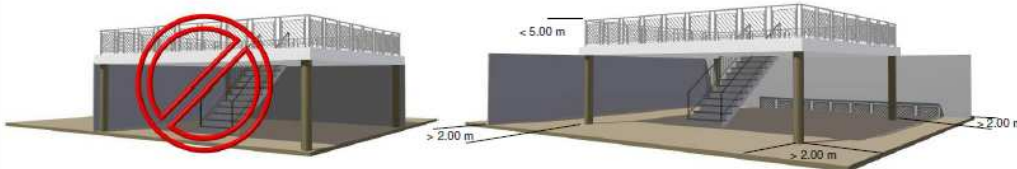
**Overhead Sign / Lighting Bridge**



**Maximum height 6.00 m.**

Suspended signs or lighting bridges must be fitted within a distance of 3.00 m to 6.00 m from the floor. The highest point of the sign or its support as well as lighting bridges must not be higher than 6.00 m above the building floor. The sign and lighting bridges must be confined within the stand limits and must be set back 1.00 m from boundaries between adjoining stands and aisles.

**Double-deck Stand**



Double-deck constructions in halls are only authorized in certain areas of the exhibition and for stands larger than 72 sqm. The upper level must not exceed half of the stand surface area. The structure of double-deck stands in halls (including signs or towers) must not be higher than 5.00 m. The upper level must absolutely be set back 2.00 metres from aisles and from adjoining stands.



The power radiated by the elements of animation (wiring for sound, video...) will not have to exceed **80dB(A)** – value measured in a zone of 2.50 m around the stand and this without any exception, even of short duration.



The flashing lights can be lit by sessions of 15 minutes every hour. White lettering on green bottom is reserved for the exits. It is formally prohibited to lay out some installation that it is in front of the RIA (net curtain, plants...) and this 24 h/24.