



The 11th Nano-Satellite Symposium/ The 8th UNISEC-Global Meeting

April 26, 2022,
UNISEC-Global Office

Exhibition Manual

1. Exhibition Period (5 days)

- October 17 (Monday) – 19 (Wednesday), 2022 09:00 – 17:30

The 11th Nano-Satellite Symposium

- October 17 (Wednesday) – 19 (Friday), 2022 09:00 – 17:30

The 8th UNISEC-Global Meeting

(The exhibition time may be subject to change. Please contact the office for more information.)*

2. Exhibition Place

Suleyman Demirel Cultural Center (SDCC),
Istanbul Technical University,
Ayazaga Campus, Istanbul, Türkiye

Overview



Exhibit Image





Available spaces (Atrium, middle and upper floors)

3. Equipment to be provided by the Organizer

- ◆ One Table (140 cm (W) x 85 cm (D)) /Exhibitor
- ◆ One Panel Board (180 cm x 90 cm, stuck with pin) & Side Panels (if needed)
- ◆ One Chair, Tablecloth (white), Rectangular Nameplate, Extension Cord

(Allocation of exhibition space will be made later on)

Images of Exhibit Disposition



4. Exhibition Fee

- ◆ 1,150 € /booth (1 € = 140 ¥)
- ◆ The exhibition fee covers the registration fee of one person of the exhibitor member.

(Payment will be made by bank transfer or online payment via credit card from our website. Please contact the Secretariat for details)



5. Application

Those who are interested in the exhibition are kindly requested to fill in necessary items of the attached application form and to send the form to the UNISEC-Global Office (see the bottom of the Manual) as mail attachment. An exhibition booth will be allocated on a first-come-first-served basis in principle.

6. Bringing-in of Exhibits

In principle, the Exhibitors should bring in their exhibits with them. As the exhibition space is limited, it is recommendable that any planned exhibits will be portable.

If the Exhibitor feels it difficult to bring in with him/her due to an unavoidable reason, the Exhibitor can send the exhibits by mail to the following addresses.

Please note, however, that:

- Any mail or parcel will be accepted between September 15, 2022 – October, 15 2022
- The items shall be mailed such that they do not raise customs issue, or the customs procedure are the responsibility of the sender.
- There are items which cannot be accepted, such as hazardous materials or fragile ones. (Please ask the UNISEC-Global Office beforehand)
- The UNISEC-Global Turkey Office will handle with normal care these parcels sent by mail, but shall be no liable for any damage against or loss of these parcels. In this connection, the Office would like to advise that they shall be properly insured in advance.
- No parcel or mail will be accepted on other than those dates described above.

♦Please send to:

Space Systems Design and Test Lab. (Attn. Prof. Alim Rüstem Aslan)
İTÜ Maslak Yerleşkesi
Uçak ve Uzay Bilimleri Fakültesi
34469 Maslak, İstanbul, Türkiye
Tel: +90 212 285 3197, +90 532 480 3449

7. Setup of Exhibits

The setup of exhibits will start on October 16 at 12:00 or 17 (Monday) at 08:00 AM in the Suleyman Demirel Cultural Center (SDCC). Those exhibits who have already been sent to the above address in advance should be picked up by the owners/senders themselves at the Space Systems Design and Test Lab. (transportation may be provided).

8. Electricity

The operating electricity available is 220 V and 50 Hz. If the Exhibitor plans to use special electrical



appliances, please contact the Office by 2 July 2020.

9. Disposal of Packing Materials

The Exhibitors are obliged to dispose of packaging materials (cardboards, pieces of foamed styrol, etc.) and other wastes produced during the setup/withdrawal of exhibits or throughout the Exhibition period. Please contact the Office for details.

10. No Hazardous Material Allowed

No hazardous materials such as inflammables, explosives, and toxic substances can be brought in the Hall.

11. Responsibility for Exhibits

Throughout the Exhibition, the Exhibitors are in a position to manage their exhibits by themselves and pay a full attention to safety of their exhibits and other belongings. It is up to the Exhibitors whether they buy insurance or not.

Please contact the Office for details.

12. Removal of All Exhibits and Other Items

At the end of the Exhibition, the Exhibitors must remove all exhibits and other items from the Exhibition place by 18:00 on October 21 (Friday) 2022 (may be Saturday 22nd, to be confirmed).

13. All questions or concerns about the Exhibition may go to the following:

(1) Japan: Michio Ozawa (Mr.)

The UNISEC-Global Office
c/o UNISEC
Central Yayoi 2F,
2-3-2 Yayoi, Bunkyo-ku, Tokyo 113-0032, Japan
Tel: +81-3-**6826-4008**, Fax: +81-3-**6826-3988**
Email: secretariat@unisec-global.org

(2) Turkey: Space Systems Design and Test Lab. (Attn. Prof. Alim Rüstem Aslan)

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