

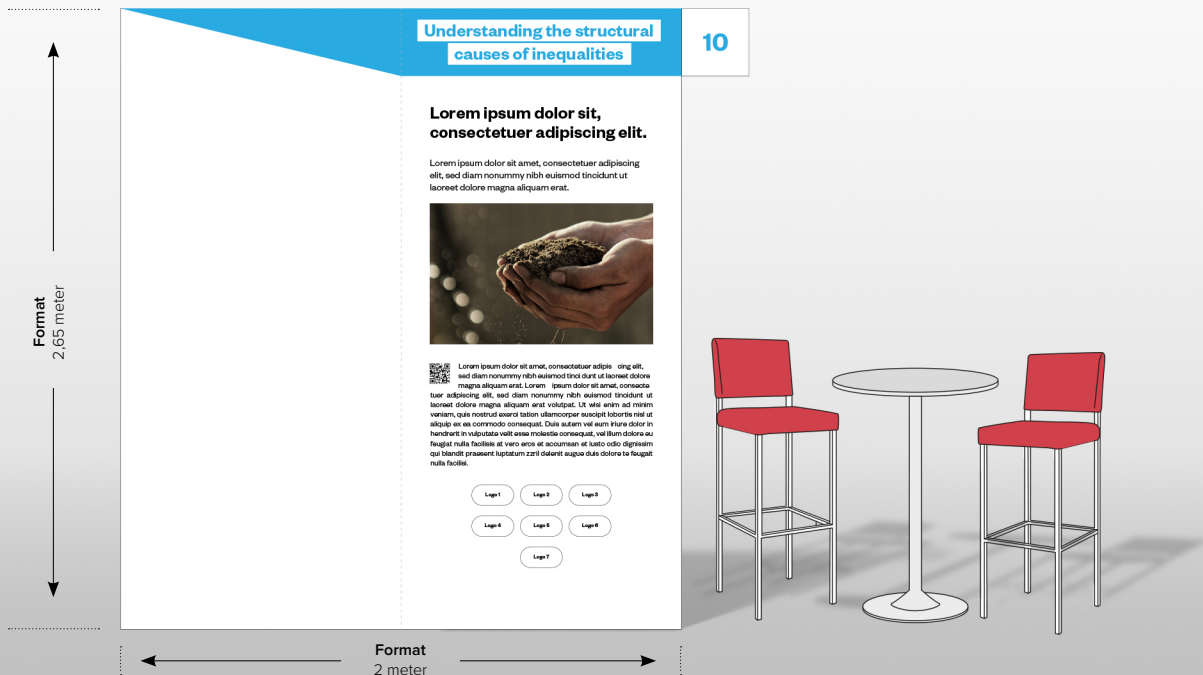


EDD Global Village / Standard booth specifications



The European Development Days are an unparalleled opportunity for the development community to share knowledge, lessons learnt and showcase achievements. The EDD Global Village will be a welcoming space at the heart of the venue for forum participants to share about innovative projects and research initiatives that are addressing development challenges.

The Village will be composed of up to 90 stands that feature projects, reports or programmes related to the EDD’s main thread: «Addressing inequalities: Building a world which leaves no one behind». The stands are designed to underline the useful, practical and knowledge-sharing aspect of the forum.



Contact

Contact village@eudevdays.eu for more information.

Booth technical specifications

1 / What is included in your standard booth:

Floor

- ↳ 3-square-meter carpet

Numbering

- ↳ Each stand will be numbered in reference to the EDD Village map.

Partitions

- ↳ 1 white partition of 1x2.65 meters at the back.
Please note that hanging items on the wall partitions is not allowed.

Lighting

- ↳ Overhead lighting

Furniture

- ↳ 1 table
- ↳ 2 chairs

Screen

- ↳ You may like to have your own screen at your booth. The power supply is limited and we aim to preserve acoustic in the venue. Therefore, sound will be limited to the lower level possible and headsets should be foreseen.

The screen must have its own foot support to be installed either on the ground or on the locker. You will install it yourself.

- ↳ Alternatively, you may wish to rent a plasma screen through our services.

Do not forget to tick the box in the submission form.

- ↳ Finally, you may want not to use a plasma screen.

Internet access

- ↳ WiFi on EDD Global Village network

Power supply

- ↳ 3 sockets (150 watts each)

Paperless forum

We conserve paper and offset our carbon footprint at the EDD. The use of paper publications is not allowed. But do not worry, we offer you other ways to help you communicate!

The EDD App and its QR code feature will be available for you to upload on your communication material. Each participant will be able to scan the QR code at your booth and download all linked documents on their mobile phones.

Your dedicated page on the EDD website will allow you to upload the documents you want to share with the rest of the community. We also encourage you to use your social media platforms to communicate, through the use of the official #EDD19, to ensure you are part of the wider EDD discussions and to enable you to get your message across.

2 / How to personalise your booth:

Personalise your booth with information and a visual that showcase your project or report. Follow the instructions below.

1 - One roll-up

Only one of your own roll-ups will be allowed.

2 - 1 backdrop on the back partition

The backdrop is made of 1 signboard including 1 visual. We will assemble the backdrop ourselves.

a. 1 signboard

- ↳ the title of your project or report (max. 80 characters including spacing)
- ↳ a short sub-heading (max. 140 characters including spacing)
- ↳ a description of the project or report (max. 600 characters including spacing)

To be defined in your submission form.

- ↳ QR Code created by us and linked to your communication material.
Your communication material must be sent in only one pdf file (max. 5MB) by 25 May.

- ↳ partner logos

To be sent individually in AI/EPS format in CMYK colours

b. 1 visual

Consider creating a visual with:

- an impressive photography
- an emblematic quote
- an infographic to illustrate key facts and figures

Visual file specifications:

- 120 dpi
- CMYK colours
- Original file size
- Landscape
- Pdf format

Please send us your AI/EPS logos and ready-to-print pdf visual by 10 May via Wetransfer.

We will place the backdrop for you on 15-16 June.

⚠ Please note that we may not guarantee the printing of your visual if sent after the deadline.

EDD 2019 Milestones for Stands

24 March	Deadline to submit stand proposals
Beginning of May	EDD 2019 Selection Committee announces selected applicants
10 May	Deadline to send all materials for your backdrop
20-24 May	Second Community Meetings
25 May	Deadline to send communication material for the QR code
31 May	Deadline to provide the certificate of carbon offset and pay for the screen

Background visual and signboard specifications

