



Exhibitor manual for the in-person exhibition

**24th International AIDS Conference
Montreal, Canada
29 July – 2 August 2022**

www.aids2022.org



Table of contents

Important note	3
Key dates.....	3
Key contacts.....	3
General information - conference	4
AIDS 2022 conference venue: Palais des congrès de Montréal.....	4
Accommodation.....	4
General information - exhibition.....	5
Opening hours	5
Space allocation	5
Exhibitor badges.....	6
Exhibition content and applicable laws and codes of conduct	7
Sale of goods	8
Safety regulations.....	8
Security	8
Booth design and setting up.....	8
Schedules for setting up and dismantling.....	8
Exhibitors checking in to set up.....	9
Shell scheme packages.....	10
Virtual exhibition package.....	10
Design and construction guidelines for space-only packages	11
Official service provider	12
Palais des congrès de Montréal technical information and general conditions	12
Palais des congrès de Montréal and GES exhibition health & safety requirements	14
Additional services and equipment	16
Shipping and handling of materials.....	17
Loading dock access.....	17
Storage.....	17
Car parking	17
Values and principles for conference participation	18
Terms & conditions for exhibition	18
Exhibitor sustainability checklist	18



Important note

An **exhibitor online portal for additional services will be available in mid-May**. It will include all information from this manual as well as information on additional services and equipment and how to order them. The AIDS 2022 Exhibition team will share the link to the portal as soon as it is ready.

Key dates

- Mid-May:
 - Exhibitor online portal for additional services will be available.
 - Floor plan for the in-person exhibition will be available.
 - The Registration team will start reaching out to organize exhibitor badges.
Please note: In case you require a visa to travel to Canada, further information on visa requirements and immigration can be found [here](#).
 - Information on the virtual exhibition will be available and the Exhibition team will share it via email.
- 10 June: Deadline for space-only exhibitors to send their booth design to the Exhibition team.
- 25 July: Exhibition set-up starts.
- 29 July: The exhibition opens at 10:00 Eastern Standard Time (EST).
- 2 August: The exhibition closes at 15:30. Dismantling starts at 18:00.

Key contacts

[General information](#)

[Exhibition](#)

[Accommodation](#)

[Registration](#)

[Satellite symposia](#)

[Media](#)

info@aids2022.org

exhibition@aids2022.org

accommodation@aids2022.org

registration@aids2022.org

satellites@aids2022.org

media@iasociety.org



General information - conference

AIDS 2022 conference venue: Palais des congrès de Montréal

AIDS 2022, the 24th International AIDS Conference, will take place at the Palais des congrès de Montréal in Montreal, Canada, one of the top venues in the Americas for international conferences. It is known worldwide for its architecture and innovative spirit.

The Palais des congrès de Montréal is located in the downtown core of Montreal and is only 20 minutes from the city's international airport. It is within walking distance of Old Montreal's heritage attractions, the business district, international quarter, entertainment district, health district and Chinatown.

Palais des congrès de Montréal
1001 Place Jean-Paul-Riopelle
Montreal, Quebec
Canada
H2Z 1M2

Accommodation

For information on hotel accommodation for both individuals and groups (nine or more people), please visit <https://aids2022.org/registration/accommodation/> or contact:

AIDS 2022 Accommodation team c/o MCI

- Email: accommodation@aids2022.org
- Phone:
 - Individuals:
 - domestic (US & Canada): 1-888-538-8169
 - international: (exit country code) 1-972-349-5819
 - Groups
 - domestic (US & Canada): 1-800-931-6032
 - international: (exit country code) 1-972-349-5562
- Opening hours: Monday to Friday, 09:00-18:00 (EST)



General information - exhibition

Exhibiting at the world's largest gathering on HIV and AIDS allows you to promote your products and services to an international audience, including leaders in the HIV response. The AIDS 2022 exhibition offers unparalleled opportunities to engage with scientists, policy makers, healthcare professionals, people living with HIV, funders and media.

The AIDS 2022 exhibition will be conveniently located on Level 2 in Room 220ABC, next to the plenary. It will also feature the poster exhibition, food outlets and a conference lounge, ensuring that it remains a must-visit hub for all delegates.

Opening hours

General exhibition opening hours:

Date	Time
Friday, 29 July	10:00 – 17:00
Saturday, 30 July	
Sunday, 31 July	
Monday, 1 August	10:00 – 15:30
Tuesday, 2 August	

***Booths must be staffed at all times during opening hours.**

Exhibition opening hours for exhibitors only during conference days:

Date	Start of the day	End of the day
Friday, 29 July	09:00 – 10:00	17:00 – 17:30
Saturday, 30 July		
Sunday, 31 July		
Monday, 1 August		
Tuesday, 2 August		15:30 (exhibition closes)

***Only people with an exhibitor badge will be granted access during the exhibitor-only times detailed above. People with a delegate badge will not be allowed to enter.**

Please note that opening hours may be subject to change at the discretion of the IAS.

Space allocation

The Exhibition team assigns in-person and virtual booth locations. Only Major Industry Sponsors can select their location.

The Exhibition team assigns the location on a first-come, first-served basis (based on application and payment date), according to availability and the overall requirements for the exhibition.

29 July – 2 August · Montreal & virtual



All exhibitors will be informed of their allocated space or booth within the exhibition by mid-May 2022.

The Exhibition team reserves the right to change entrances and/or exits to the exhibition hall and direct an exhibitor to another location in the hall if necessary, even if this conflicts with previous written agreements.

Exhibitor badges

Exhibitor badges provide access to the in-person exhibition hall only. They do not give access to the conference, including conference and satellite sessions and to the virtual conference platform. The following number of in-person exhibitor badges are available per exhibition package:

- **In-person booth plus virtual exhibition package**
Three in-person exhibitor registrations are included in each booth package (9m² and 18m²).
- **In-person space-only plus virtual exhibition package**
In-person exhibitor registrations are included as follows for each space-only purchase:

Purchased m ²	Exhibitor badges
From 9 to 18m ²	3
From 27 to 36m ²	6
From 54 to 72m ²	10
81m ² +	15

You can buy a limited number of additional exhibitor badges. The maximum number of additional exhibitor registrations that can be purchased equals the number of free registrations.

All exhibitor badges will bear the organization's name and the exhibitor's full name. Badges are not transferable.

Please note that for security reasons, only those with exhibitor badges will be allowed access to the exhibition hall before the daily opening or after the closing of the exhibition to delegates.

Please note that the AIDS 2022 [Registration team](#) will contact you from mid-May to guide you through the exhibitor registration process.

To access the full conference including the conference and satellite sessions in-person and/or virtually, you can purchase in-person and virtual conference registrations. More registration information is available [here](#).



Exhibition content and applicable laws and codes of conduct

The distribution of materials is limited to the exhibitor's rented area. Signs and banners at booths have to be directly linked to the name of the exhibitor. It is strictly prohibited to distribute or place products and/or printed matters of an organization that is not an exhibitor.

Exhibitors are forbidden to hand out sponsored items, such as lanyards.

Since a multidisciplinary and international audience will be attending AIDS 2022, advertising or promotion of prescription-only medicines or products in exhibition booths, held either in-person or virtually, is not allowed. All exhibition content and information available to conference participants must therefore be non-promotional.

In case an exhibitor decides to build up a separate closed off area within its onsite exhibition booth, visible to and accessible for Healthcare professionals only, promotional content may be presented within this private area by the exhibitor to Healthcare professionals only, in compliance with the below-mentioned European, international and Canadian laws and codes of conduct. Compliance with these laws and codes of conduct is at the exhibitors' entire responsibility.

The applicable European, International and Canadian laws and codes of conduct are applicable for all exhibitors:

- [International Federation of Pharmaceutical Manufacturers and Associations \(IFPMA\) Code of Practice](#)
- [IFPMA/ EFPIA/ PhRMA Joint Guidance on Virtual International Medical Congresses Impacted by COVID-19](#)
- [European Federation of Pharmaceutical Industries and Associations \(EFPIA\) Code of Practice](#)
- [Innovative Medicines Canada \(IMC\) Code of Ethical Practices](#)
- [Innovative Medicines Canada \(IMC\) Guidance regarding ethical considerations for returning to in-person interactions with healthcare professionals in the context of COVID-19](#)
- [Innovative Medicines Canada \(IMC\) Note for guidance on virtual interactions with healthcare professionals](#)
- [Health Canada Compliance and enforcement policy for health products](#)
- [The Distinction Between Advertising and Other Activities](#)
- [Canadian Medical Association \(CMA\) Code of ethics and professionalism](#)
- [American Medical Association \(AMA\) Physician's Recognition Award and credit system](#)

To lead to more transparency during AIDS 2022 and ensure compliance with the above-mentioned regulations, the IAS may display the healthcare professional status as self-declared by the delegate on the delegate's conference name badge for the in-person component of the conference. The IAS does not accept any liability for the accuracy of the status printed on the delegate's conference name badge.



It is the exhibitor's responsibility to ensure compliance with all relevant codes of conduct and/or applicable laws.

The IAS does not accept any responsibility for non-compliance. Any exhibition or display that violates the law or which the IAS believes could have a negative impact on the conference will be removed.

Sale of goods

The sale of goods is strictly forbidden.

Safety regulations

It is compulsory to wear approved safety shoes and a safety helmet (where necessary) during set-up and dismantling. These forms of personal protection are not required when decorating the stand.

Security

For each conference, we develop a robust and comprehensive security plan managed by a dedicated security team working in close liaison with the venue, private contractors and governmental agencies. If there is a protest or demonstration in the exhibition or at your booth, we suggest that you and your staff leave the immediate area or step to the side of your booth. Our security team will be on site to oversee and manage the situation.

Booth design and setting up

Schedules for setting up and dismantling

Set-up: No shell scheme exhibitors are allowed to start setting up their display or decorating their booth before Wednesday, 27 July at 14:00.

SET-UP		
Monday, 25 July	08:00 – 14:00	Heavy set-up only (space-only exhibitors 54m ² or more)
	14:00 – 20:00	Heavy set-up only (all space-only exhibitors)
Tuesday, 26 July	08:00 – 20:00	Heavy set-up only (all space-only exhibitors)
Wednesday, 27 July	08:00 – 14:00	Light set-up
	14:00 – 20:00	Decoration (shell scheme exhibitors allowed in)
Thursday, 28 July	08:00 – 20:00	Decoration

Please note:

- All booths must be fully set up by Thursday, 28 July, at 20:00, including booth cleaning for space-only exhibitors, ready for the exhibition opening at 10:00 on Friday, 29 July.



- Booths that are not finished may be removed at the exhibitor’s cost and no claim for damages will be entertained.
- Exhibitors are obliged to keep their stand built, open and staffed throughout the entire period of the exhibition.

Dismantling:

DISMANTLING		
Tuesday, 2 August	15:30 – 18:00	No heavy tearing down permitted. Removal and packing of material within the booth only. All shell scheme booths must be empty, and exhibitors left, by 18:00.
	18:00 – 00:00	Stand dismantling

Please note: Times for setting up and dismantling may be subject to change at the discretion of the IAS.

Exhibitors checking in to set up

As part of the conference security, we require anyone wishing to enter the hall during exhibition set-up (Sunday, 24 July to Wednesday, 27 July) to wear a wristband. This applies to exhibitors and their contractors.

When collecting your wristband, please bring with you:

- Identification (such as passport or driver’s licence)
- Confirmation of your booth name and/or number

Exhibitors are also encouraged to bring documentation of additional services and equipment ordered, including shipping and handling of material.

As of Thursday, 28 July, anyone entering the exhibition hall must have an exhibitor badge.

*** The Exhibition team will send more information on the exhibitor check-in process before the conference.**

Shell scheme packages

Shell scheme packages come in two sizes, 9m² or 18m², and include the following:

9m ² shell scheme package	18m ² shell scheme package
Hard walls (back and sides)	Hard walls (back and sides)
1 counter	2 counters
2 high stools (with backs)	4 high stools (with backs)
1 wastebasket	1 wastebasket
Identification sign	Identification sign
Carpet	Carpet
Lighting and electricity outlet (one 15 amp outlet and 6 sockets, including consumption)	Lighting and electricity outlet (one 15 amp outlet and 6 sockets, including consumption)
One-time clean to prepare for exhibition opening	One-time clean to prepare for exhibition opening



**The carpet colour for all shell scheme booths will be shared by the Exhibition team via email in mid-May.*

**Corner booths will have one side open. In exceptional circumstances, a few booths may have both sides open.*

Booth package prices cover the use of the space, as well as installing and dismantling the booth. You can order additional cleaning, as well as other services and equipment, from GES, the official conference supplier for build-up and signage services, and other third-party conference suppliers, via the exhibitor online portal.

Virtual exhibition package

All in-person booth and space-only exhibition packages automatically include the virtual exhibition package.

The virtual exhibition package includes:

- Customizable 2D page
- Organization logo or banner
- Organization name and description
- Contact form
- Document upload
- Video upload



- Links (website/social media)
- Booth statistics
- Back-office access to the page
- Technical support during set up and the conference

The virtual exhibition will be open throughout the virtual conference period.

Further information on the virtual exhibition will be available in mid-May and the Exhibition team will share it via email.

Design and construction guidelines for space-only packages

Exhibitors wishing to build a booth of their own design and construction must take into consideration the following guidelines and restrictions:

- A 2D or 3D booth drawing, clearly showing any electrical or internet service requirements, must be submitted to the Exhibition team by **10 June 2022**.
- It is permitted to hang or attach any object from ceiling structures under supervision and with authorization.
- Exhibitors are not allowed to nail, screw, drill or stick anything on columns or other parts of the facilities.
- Nothing may obstruct aisles.
- The back of the stands may not be used to store boxes, solvents, electrical material, machinery, packaging or any other flammable or combustible material.
- Island booths must have open sight lines around and through the design so that the surrounding area can be viewed through the booth and neighbouring booths are not inappropriately obstructed.
- The side and back walls of all stands should be finished on the outsides and insides.
- The horizontal projection from any structure, object, set-up element and/or exhibit product must stay within the limits of the rental area. No sign, construction or decorative element may project beyond the limiting walls of the booth, and each exhibitor must avoid hindering the view or entranceway of neighbouring booths.
- Special care must be taken to avoid using lights, spotlights or any noise that may have an impact on neighbouring stands or distract from the overall experience of delegates in the exhibition.
- No transportation equipment (flat trucks, hand trucks or trolleys) is permitted once the aisle carpet has been installed.

All directives and instructions from the Exhibition team about the set up and use of booths, their decoration, use of self-designed and self-constructed booths and fitting and furnishings must be obeyed so that the exhibition can take place without any complications. The Exhibition team reserves the right to demand changes in the booths or the exhibition space if safety regulations, technical or other requirements, as judged by the team, are compromised. If an exhibitor does not follow the directives, the Exhibition team reserves the right to take the necessary steps at the cost of the exhibitor.



Official service provider

GES has been selected as the official conference supplier for build-up and signage services for AIDS 2022.

Palais des congrès de Montréal technical information and general conditions

Alcohol consumption

To reduce the risk of accidents, no alcoholic beverages are permitted while setting up and dismantling.

Animals

Only service dogs for people with reduced mobility are unconditionally authorized by the Palais des congrès de Montréal. No other animal is permitted in the building without obtaining prior written consent from the appropriate authorities of the Palais des congrès de Montréal.

Assistance and emergency procedures

Providing a safe and secure environment is everyone's responsibility. You must notify a Palais des congrès de Montréal staff member if you or a member of your team observes any hazards or dangerous work practices in the exhibition areas, loading docks or other venue facilities.

The Security Operations Centre is open 24 hours a day, and an agent can be reached at all times at 514 871-3141.

For fire and medical emergencies, the Palais des congrès de Montréal emergency response procedure will be enforced. Please review the detailed procedure information available on the Palais des congrès de Montréal website:

[Congresmtl.com/pdf/Summary_emergency_measures.pdf](https://congresmtl.com/pdf/Summary_emergency_measures.pdf).

Balloons or confetti

The use of helium-filled balloons must be pre-approved by the Palais des congrès de Montréal. Use of confetti or other similar items is forbidden.

Children

Children, under 16 years of age, are not permitted to assist their parents for security and insurance reasons.

Cleaning services

At the close of the exhibit each evening, wastebaskets should be placed in the aisles outside each booth. The personnel of the Palais des congrès de Montréal will empty them. They will not empty any wastebaskets left inside the booths.



Compliance with fire regulations

Exhibitors must comply with the fire prevention regulations of the Montréal Fire Department (Service de sécurité d'incendie de Montréal). Please refer to the attached Palais des congrès de Montréal document, "Simplified Guide to Fire Prevention – Exhibition".

Floor-load capacity

For exhibits with a load capacity exceeding the limit of 1,464kg/m² (300 lbs/pi²), the feasibility and costs associated with the installation of protective measures must be evaluated and expenses paid by the exhibitor.

Insurance

Exhibitors must possess their own liability insurance. The IAS reserves its right to ask the Exhibitor to provide such evidence of insurance prior to the inception of the Conference.

The IAS and the Palais des congrès de Montréal and its representatives assume no responsibility for any financial loss, bodily harm or damage to materials, products, equipment, booths or decorations caused by fire, water or theft in the spaces rented or during movements within the building, whatever the cause, and consequently the IAS and the Palais des congrès de Montréal must be held harmless.

Noise restrictions

If any equipment or device produces noise or odours that disrupt exhibitors or participants, the operation of such will be stopped at the Exhibition team's discretion.

Obstruction of the premises

Exhibitors must not at any time obstruct the aisles, nooks or recesses of dividing walls, access to fire extinguishers or emergency exits of the Palais des congrès de Montréal.

Prize drawings

Any activities must be done inside the booth and are prohibited in the aisles and corridors. Publicity contests and awarding of prizes, which are organized by exhibitors, are completely independent of the conference organizer. Exhibitors must obtain the necessary authorization from the Régie des alcools, des courses et des jeux du Québec. For more information, please refer to www.racj.gouv.qc.ca.

Protection of the premises

Exhibitors must take the necessary precautions to prevent any destruction or damage to the rented space or to property of other exhibitors. They will be held responsible for any such destruction or damage. All residual glue, paint or stains observed after dismantling will be cleaned by the personnel of the Palais des congrès de Montréal at the exhibitors' expense.

Rigging

Rigging points are located throughout the exhibition hall. Rigging is permitted only in designated areas and must be exclusively carried out by the Palais des congrès de Montréal



personnel. In locations where no rigging points exist, structures must be freestanding without impacting the infrastructure. For all installations that require rigging, exhibitors can liaise with GES, the official conference supplier for build-up services. Please note that a final floorplan is required before discussion can begin. Further information will be available on the exhibitor online portal.

Please note;

- Minimize the number of staff required in an area where overhead work is taking place.
- Ensure all staff working in an area where overhead work exists are properly equipped with CSA approved hardhats (& safety glasses when necessary).
- Ensure all staff respect work area protection zones.

Stickers

Distribution of stickers of any kind is strictly prohibited by the Palais des congrès de Montréal.

Tobacco

The Palais des congrès de Montréal abides by the Government of Québec Tobacco and Vaping Control Act. It is strictly prohibited to smoke within the building. Smoking is permitted outside the building at a distance of 9m (29'5") from all access doors. In keeping with this law, any non-compliance will be subject to a fine.

Use of adhesive materials

The recommended brands and models of double-sided tape are:

- Polyken 105c LPDE
- Scapa 274004 or DC-W002A

The recommended brand and model of wall mounting adhesive is:

- Wall mounting tabs 3M, not 7220

Use of any other brands or models may involve cleaning fees.

Palais des congrès de Montréal and GES exhibition health & safety requirements

Electrical

- Custom-built displays and panels must have electrical wiring accessible for inspection and troubleshooting at all times; they must be accessible from the sides or rear and not be solidly built in.
- The Board of Electrical Examiners has the power to refuse connections where wiring constitutes a fire hazard and does not meet the requirements of the Board of Fire Underwriters.
- All motors above 1/2 hp must be supplied with their own starters and disconnecting switches.



- No individual lighting circuit is allowed to exceed 1,500 watts of lighting. Where the exhibitor furnishes their own fuse protection for a display board and wattage is over 2,000 or two circuits, the board must be wired for 120-208 volts, three-wire main feed lines. To prevent overloading of circuits, exhibitors are not allowed to add wattage/amperage.
- Connections from outlets to equipment must be performed by accredited personnel.
- The exhibitor must themselves disconnect the control switch in their booth of all moving or operating devices before leaving at the closing hour of each show period.

Free-standing structures

- The assembly or dismantling of any type of free-standing structure (i.e. walls) must be carried out in a safe manner, preventing collapse.
- Free-standing structures must be designed and engineered to be stable, secured and collapse-proof.

General safety guidelines:

- Never run in the exhibition hall. Please walk. Watch your step in the aisles and stay away from the loading docks.
- If you spill something or notice a spill, clean it up or report it immediately.
- It is strictly forbidden to cross corridors or common areas with electric wiring or hazardous installations, on the floor or high up.
- Dispose of any waste properly and keep materials stacked securely.
- Protect your valuables while on the show floor. Please keep all expensive or valuable items secured. Unattended items in booths are easy theft targets.

Loading dock safety

- All staff, including Palais des congrès de Montréal staff, contractors, show management representatives and exhibitor booth staff and their suppliers, are required to ensure that local Quebec Occupational Health and Safety Act measures are respected in and around loading docks.
- Wherever possible, pedestrian traffic and forklift traffic must be separated.
- Trucks and trailers must be parked in a way that will prevent trailer creep or premature departure of the vehicle from a loading dock. The use of wheel chocks is mandatory.
- It is forbidden for any vehicle to idle in loading dock areas.
- All vehicles entering the loading docks must be dry and clean: free of water, ice, snow, debris, mud or lubricant.
- Loading dock areas must be kept clean and free of debris.
- Staff working on the loading docks must wear safety shoes and reflective vests.

Motorized vehicles and vehicular traffic

Motorized industrial vehicles, such as forklifts, lifts and booms, are exclusively provided and operated by trained Palais des congrès de Montréal staff.

Be aware of forklifts moving through the aisles and docks. Please stay clear of them.



Operation of tools

Although power-operated handtools are utilized daily by some people, please review the following policies while on the exhibit floor:

- All staff operating tools must be trained, competent and knowledgeable on the proper and safe operation of tools.
- All power tools must be in safe working condition with the appropriate safety mechanisms and guards.
- All staff operating tools are required to wear appropriate personal safety equipment, including safety gloves and glasses where necessary.

Working at heights & use of ladders

There are many situations when working at heights is necessary. To avoid injury, the Palais des congrès de Montréal requires the following procedures be followed:

- Proper extension devices (i.e. ladders) must be used. Items such as tables, chairs and boxes must never be used for a person to stand on.
- All ladders must be of proper size and weight load, CSA approved and maintained in safe working order.
- When in use, ladders must be placed on a firm non-slip ground surface.
- Ladders are not to be used as working platforms. If working at a height is required for an extended period, proper platforms must be used.
- Staff working at heights must comply with Quebec's Occupational Health and Safety Act.

Additional services and equipment

The following additional services and equipment are available and can be ordered directly from the relevant supplier:

- AV and IT equipment
- Catering
(Capital Traiteur Inc. is the exclusive supplier of food and beverage services at the Palais des congrès de Montréal. Exhibitors are not permitted to bring their own food and beverage onto the premises during the event.)
- Booth cleaning: applicable for space-only exhibitors or as an additional service for shell scheme exhibitors.
- Furniture, carpet, decoration, signage
- Hosts
- Lead capture devices
- Plumbing
- Electricity
- Banner hanging (rigging)
- Telecommunications and internet
- Customized booth services



Details, including prices and ordering forms and processes, will be available via the exhibitor online portal from mid-May. The Exhibition team will email the relevant link to all exhibitors.

All services and supplies are subject to availability. Services will be rendered only upon receipt of full payment for the additional services and equipment ordered.

For enquiries on any other service or equipment, please contact the Exhibition team at exhibition@aids2022.org.

Shipping and handling of materials

Further information will be available on the exhibitor online portal.

Loading dock access

The loading dock is located at 163 Saint-Antoine Street West, Montréal, H2Z 1X8.

All vehicles requiring access to the loading dock must inform the Exhibition team or GES, the official conference supplier for build-up services, in advance; otherwise, access will be refused. This Exhibition team will request this information before the conference and share the entry procedure.

Storage

Storage of empty boxes is mandatory and carried out by GES, the official conference supplier for build-up services, as part of the material handling service available from them. GES personnel will supply labels to place on your boxes when they are ready to be stored. Note that exhibitors will not have access to the storage area during the exhibition. Do not leave valuables inside stored boxes. More information, including associated costs, will be available on the exhibitor online portal.

Reminder: The Montréal Fire Department (Service de sécurité d'incendie de Montréal) forbids any storage of boxes or empty boxes inside or at the back of exhibition booths.

Car parking

The following locations are available to park your car:

- Viger Parking – Palais des congrès de Montréal
1025 Chenneville Street
Clearance: 1.88m (6'2")
- Quartier International de Montréal Parking
249 Saint-Antoine Street West
Clearance: 2m (6'7")



Values and principles for conference participation

The values and principles for conference participation are valid for every organization exhibiting at AIDS 2022. The full values and principles for conference participation are available on the IAS website [here](#).

Terms & conditions for exhibition

The terms & conditions for exhibition are valid for every organization applying for an exhibition package for AIDS 2022. The full terms and conditions are available on the exhibition page of the AIDS 2022 website [here](#).

Exhibitor sustainability checklist

The IAS supports the United Nations Global Compact's [Ten Principles](#), and requests all exhibitors to embrace, support, uphold and strictly abide by them.

The IAS is committed to sustainability in all its operations and especially with regards to its international conferences, and encourages all exhibitors to consider the environment when planning, preparing and executing their exhibition in Montreal.

Here are a few steps you could take to ensure that AIDS 2022 is a sustainable conference with a limited environmental footprint:

- Ensure that your stand is designed so that either you or your contractors will use its structure again.
- For your travel and transport, choose the most sustainable option possible to and from the event. Consolidate your shipments.
- Select energy-efficient equipment for your stand and be sure to power down your equipment at the end of the day.
- Reduce paper handouts by going digital and source recycled, sustainably certified paper options where printing is needed.
- When purchasing promotional items, consider the amount you order, the environmental credentials of the materials they are made from, and whether they are useful giveaways that will be used long after the event is over.
- Help support the sustainability of the local area by using local suppliers.
- Think about what waste your stand will create and try to minimize it as much as possible. For unavoidable waste items, try to ensure that they it will be recycled.