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10 YEARS ESTA PT

LUTHIERS INFORMATION

PORTO, PORTUGAL

23-27 MARCH 2024



52nd INTERNATIONAL
ESTA CONFERENCE



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Dates & Opening Times for Luthiers Meet 2024

Set up: Friday 22nd March from 18h00.

Exhibitors Hall Opening Ceremony: 23rd March 11h30.

Take down: All stalls must be vacated by 14h30 Wednesday 27th March.

Opening times:

Saturday 23rd March: 11h30 - 19h00

Sunday 24th March: 10h00 - 19h00

Monday 25th March: 10h00 - 14h30

Tuesday 26th March: 10h00 - 19h00

**All luthiers must vacate the hall ½ hour after closing
each day.**



Halls Access

Access to setup in the ESMAE will be available from 18h00 Friday 22nd March 2024.

Delegates, and the general public, will have access to the exhibitors from 11h30 on 23rd March 2024 to 26th March 2024.

Opening times are from 10h00(09h00 for staff) - 19h00 (Except Monday).

Please note there is no onsite parking at the venue. Time slots will be made available if you let us know when you will be arriving.

Delivery, storage and collection is available.

Exhibition information and support

Tables provided are 110x60 cm.

The spaces come in approximate sizes: 2m x 2m, 3m x 2m & 4m x 2m.

All trade areas will have tables, electricity and Wi-Fi access. Retailers who have their own display stands are welcome to use them.

Use of private “try out rooms” (subject to availability - please contact for pricing).

Retailers and manufacturers will have the opportunity to advertise their products at events where they are supporting a performing artist.



Accommodation

There is a wide range of accommodation available all within walking distance to ESMAE and city centre.





All exhibitors will receive one complimentary pass for the Conference with the purchase of one table, two passes with the purchase of two or three tables.

If you have any specific requests please contact hveitchesta@gmail.com and we will endeavour to help.

Terms and Conditions

Application and Payment

The Application Deadline is 1st March 2024.

Payment must be made in full by 15th March 2024.

The organizers reserve the right not to accept bookings for any reason, and to re-let space if not paid in full by due date.



Cancellation Policy

In the event of cancellation by the organizer, any payments made will be refunded in full, but no liability is accepted for any other loss.

In the event of the exhibitor cancelling more than 28 days before the event a full refund will be given.

Any exhibitor who cancels within the 28 days will incur in the full fee.

All cancellations must be made in writing.



Insurance

The event insurance will not cover the exhibitors halls. Each Exhibitor is responsible for their own public liability insurance.

The organizers take no responsibility for any accidental loss or damage, or theft that may occur at the event.

Electricity

All electrical items to be used at the event must be declared during the application process. Any electrical equipment that does not comply with these conditions could be removed.

Liability for damages sustained through the use of electrical equipment will be incurred by the exhibitor.

Security

There will be absolutely no access to the trade show for exhibitors without the correct passes and papers, confirming that their application has been accepted and full payment has been received.

Trade Exhibitors must carry out their own Risk Assessment for their activity at the Show.

The planning committee reserve the right to close the stand, without compensation, of any person who infringes these conditions or who creates a nuisance to other traders.

The planning committee reserves the right to close access to the site, at any time, in response to any health & safety or security issues.

The venue will be locked every night.

The European String Teachers' Association accepts no responsibility for the loss, theft or damage of goods or monies.

No monies should be left on the premises unattended.

THANK YOU

IF YOU HAVE ANY QUESTIONS, PLEASE DON'T HESITATE TO CONTACT ME AT

hveitchesta@gmail.com

Hazel Veitch Marketing Office

Website: <https://esta-2024.estaportugal.pt>