

# PACK & SPIRIT

Exhibition for luxury packaging and marketing dedicated to wine and spirits

April 3<sup>rd</sup> et 4<sup>th</sup>, 2024

Caveau Castelnau - Reims

## EXHIBITORS TECHNICAL GUIDE

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# CONTACT US

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## advanced business events

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# EVENT TIMETABLE

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## Monday April 1<sup>st</sup>, 2024

10 am - 7 pm : For exhibitors who booked  
a raw surface

3 pm - 7 pm : For exhibitors with equipped booths

## Tuesday April 2<sup>nd</sup>, 2024

10 am - 7 pm : Set up of the stands

## Wednesday April 3<sup>rd</sup>, 2024

8 am – 9 am : Greeting of the participants  
9 am – 6 pm : Exhibition / Conferences

## Thursday April 4<sup>th</sup>, 2024

8 am – 9 am : Greeting of the participants  
9 am – 5 pm : Opening to Visitors

# CAVEAU CASTELNAU

Event Venue	Your contacts
CAVEAU CASTELNAU 5, rue Gosset – CS 80007 51724 REIMS CEDEX	Ophélie Cocco Tél : 03 26 79 88 98 <a href="mailto:o.cocco@champagne-castelnau.fr">o.cocco@champagne-castelnau.fr</a>

Dates and times of delivery requirements :	From Wednesday March 27 <sup>th</sup> , from 9 am to 12:30 and from 2 pm to 5 pm <b>All deliveries outside the dates specified will be rejected.</b>
Dates and times of exhibitors set up :	Monday April 1 <sup>st</sup> : from 10 am to 8 pm (raw surface) Monday April 1 <sup>st</sup> : from 3 pm to 8 pm (equipped booths) Tuesday April 2 <sup>nd</sup> : from 10 am to 8 pm : exhibitor stand dressing
Dates and times of the event :	Wednesday 3 <sup>rd</sup> April : from 9 am to 6 pm & Thursday April 4 <sup>th</sup> : from 9 am to 5 pm
Dates and times of dismantling :	Thursday 4 <sup>th</sup> April, from 5 pm to 8 pm



## DELIVERIES

Your parcels may be delivered from: **Wednesday March 30<sup>th</sup> from 9am to 12:30 am and 02:00 pm to 5 pm.**

**IMPORTANT:** each parcel must be identified. **IMPERATIVELY use the «Parcel Identification form» fully filled in.**

**Reminder: any parcel incorrectly identified and/or delivered outside the delivery periods given above will be refused. Deliveries are carried out under your own liability. The Caveau Castelnau may not be held liable in any way whatsoever.**

Use this form to identify all the parcels. Be careful, any parcel incorrectly identified and/or delivered outside the delivery periods given above will be refused. Deliveries are carried out under your own liability. The Exhibition Park may not be held liable in any way whatsoever.

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### PARCEL IDENTIFICATION FORM

**SENDER:**

Address:

Stand name:

Person to contact:

Telephone number:

**FOR:**

**PACK & SPIRIT**

**April 3 & 4, 2024**

- ☐ Delivery on stand (livraison sur stand)
- ☐ Insertion in information briefcase
- ☐ Organisers' office

**Caveau Castelnau**  
**5, rue Gosset - CS 80007**  
**51724 REIMS**

## RECOMMENDATIONS

The Caveau Castelnau may not be held liable in case of theft or degradation to your stand. We advise you to keep your stand monitored by at least one member of your team during the installation as well as during the opening of the exhibition and the dismantling of your stand. Security services may be provided.

## INSTALLATION CONDITIONS

You are reminded that you must read the technical specifications between Caveau Castelnau and the event organiser, explaining all applicable measures in terms of safety. Stand installation and dismantling must imperatively take place on the dates and times specified by the event organiser. All stands must **imperatively** be set up before the official opening of the exhibition. After the event, you must leave your stand space, notably the stand partitions, as you found it. Nailing, screwing or gluing on the structures is forbidden. You will be invoiced for any deterioration.

It is absolutely forbidden to:

- Perform any work or modification on electrical, IT or telephone networks, water mains or drains, goods lifts, lifts and under-floor ducts.
- Drill any holes
- Hook objects over the stands
- Remove doors, antenna brackets...

You will be invoiced for any repairs following damages caused by the non-observation of the clauses listed above.

### Double-sided adhesive tape

In order to maintain the condition of our premises, we suggest that you use double-sided adhesive tape to fit your carpets.

## CONSUMPTION

During the Pack & Spirit fair we recommend the Champagne CASTELNAU:

- Cuvée Brut established at the price of 25.67 € HT per bottle

**NB: Please note that Castelnau champagne is the only champagne allowed to be consumed during the exhibition**



## REMOVAL OF THE PARCELS

After your departure, all the parcels should be taken by your carrier 48 hours after and from your expenses.

Any parcel in your booth without this temporary storage form will be thrown.



## TEMPORARY STORAGE FORM

Fill this form and put it in your parcels. All parcels must be closed. Exhibitor has to order the carrier to remove their parcels.

Nam of the event: PACK & SPIRIT

Exhibitor's name: ..... N° of stand: .....

Type of material: ☐ Parcel ☐ Pallet ☐ Machine

Quantity: .....

Date of the removal: ...../...../.....

Name of the carrier: .....

Exhibitor phone number: .....

**Signature of Exhibitor**



## REMOVAL FORM

(Filled by the technician from Reims Evénements)

Date: ...../...../..... Hours: .....h.....

Name of the person in charge of the removal transfer to the carrier: .....

Name of the carrier: .....




OBSERVATIONS: .....

.....

Signature Caveau Castelnau

Signature of the carrier

# BOOTH DETAILS

BASIC BOOTH / 6m <sup>2</sup> (64 sq.ft)	DELUXE BOOTH / 12 sqm (129 sq.ft)	RAW SPACE Packages From 18 sqm
		
<p>Fully equipped with:</p> <ul style="list-style-type: none"> <li>- Hard walls</li> <li>- Lighting</li> <li>- Electrical outlet</li> <li>- 1 table</li> <li>- 3 chairs</li> <li>- Carpet and fascia board</li> </ul> <p><b>Admission for 1 delegate</b> (with access to the digital platform included)</p> <ul style="list-style-type: none"> <li>♦ A detailed company profile in Pack &amp; Spirit Catalogue</li> <li>♦ Free and unlimited access to all expert workshops</li> <li>♦ Free access to coffee breaks</li> <li>♦ 20 VIP invites for buyers/ decision-makers of your choice</li> </ul> <p><b><u>ELECTRICITY NOT INCLUDED</u></b></p>	<p>Fully equipped with:</p> <ul style="list-style-type: none"> <li>- Hard walls</li> <li>- Lighting</li> <li>- Electrical outlet</li> <li>- 2 tables</li> <li>- 6 chairs</li> <li>- Carpet and fascia board</li> </ul> <p><b>Admission for 2 delegates</b> (with access to the digital platform included)</p> <ul style="list-style-type: none"> <li>♦ A detailed company profile in Pack &amp; Spirit Catalogue</li> <li>♦ Free and unlimited access to all expert workshops</li> <li>♦ Free access to coffee breaks</li> <li>♦ 40 VIP invites for buyers/ decision-makers of your choice</li> </ul> <p><b><u>ELECTRICITY NOT INCLUDED</u></b></p>	<p><b>Admission for 3 delegates</b> (with access to the digital platform included)</p> <ul style="list-style-type: none"> <li>♦ A detailed company profile in Pack &amp; Spirit Catalogue</li> <li>♦ Free and unlimited access to all expert workshops</li> <li>♦ Free access to coffee breaks</li> <li>♦ 60 VIP invites for buyers/ decision-makers of your choice</li> </ul> <p><b><u>ELECTRICITY NOT INCLUDED</u></b></p>

## ELECTRICAL EQUIPMENT – RAW SPACE

*Installation, dismantling and consumption are included*

**16A Single phase connection ..... € 115,00 □ EXCL**

**32A Three-phase connection ..... € 235,00 □ EXCL**

## BOOTH SET-UP

You may access the exhibition hall from the **April 1<sup>st</sup>, 2024:**

- **For bare surfaces:** access the hall between **10 am until 7 pm**
- For equipped booths : **3 pm - 7 pm**

**April 2<sup>nd</sup>, 2024:**

- **For all booths:** access the hall between **10 am until 8 pm maximum.**

## BOOTH DISMANTING

General dismantling takes place on the **April 4<sup>th</sup> from 5 pm to 8 pm.**

General setup will be carried out by abe's contractors that same day.

For all questions related to the setup of your booth, please contact our contractor directly.

**SL Prod**

**M. Stéphane LOMBARD**

Mobile : +33(0)6 17 17 52 77

E-mail : [steflombard34@gmail.com](mailto:steflombard34@gmail.com)

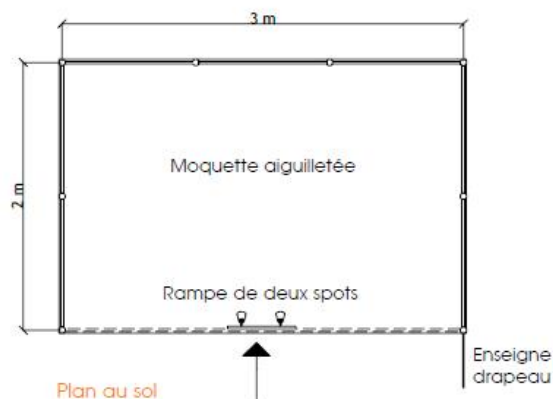
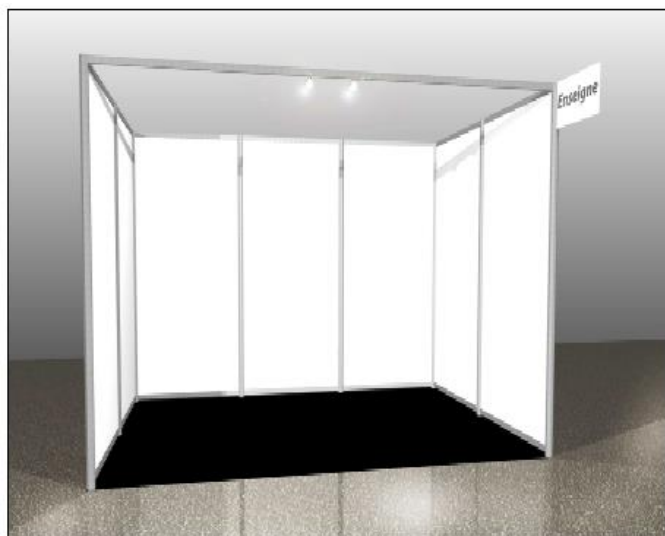


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10 rue de la Rochefoucauld – 92513 Boulogne-Billancourt Cedex

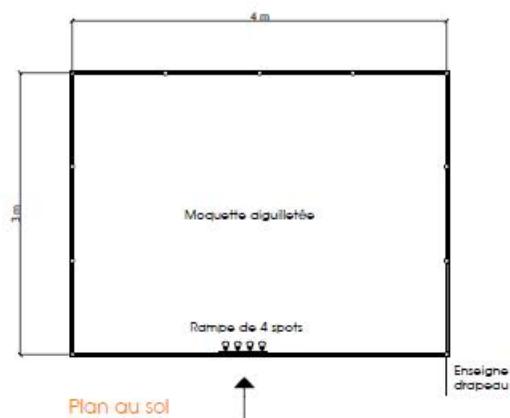
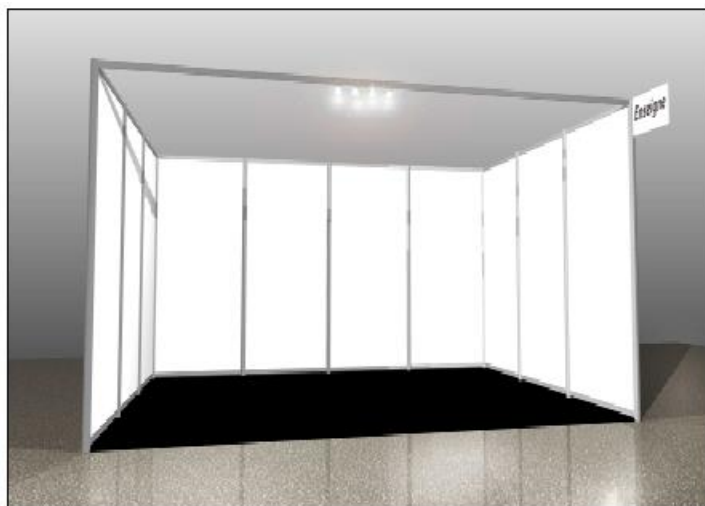
Tel : +33(0)1 41 86 41 52 [www.packandspirit.com](http://www.packandspirit.com)

## Stand équipé 6 m<sup>2</sup> - 3 faces



- Cloisons modulaires en mélaminé blanc Ht : 2.50 m
- Moquette noire
- Enseigne exposant 400 x 300 mm
- 1 spot 100 W pour 3m<sup>2</sup> + Prise PC 16A

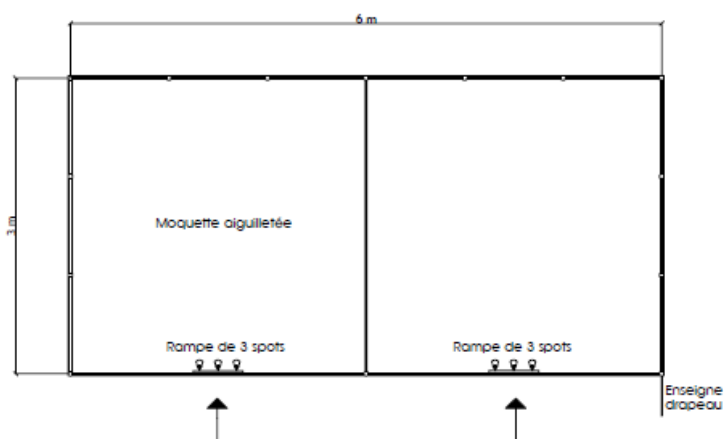
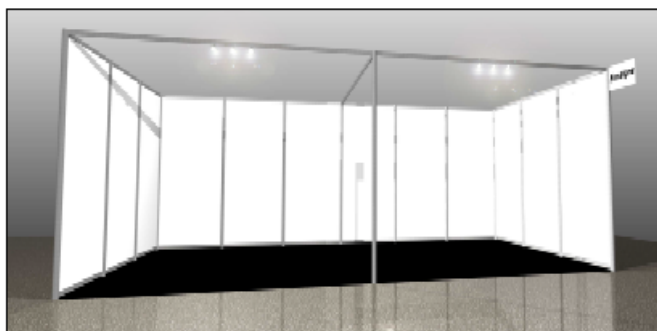
## Stand équipé 12 m<sup>2</sup> - 3 faces



- Cloisons modulaires en mélaminé blanc Ht : 2.50 m
- Moquette noire
- Enseigne exposant 400 x 300 mm
- 1 spot 100 W pour 3m<sup>2</sup> + Prise PC 16A



## Stand équipé 18 m<sup>2</sup> - 3 faces



■ Cloisons modulaires en mélaminé blanc Ht : 2.50 m

■ Moquette noire

■ Enseigne exposant 400 x 300 mm

■ 1 spot 100 W pour 3m<sup>2</sup> + Prise PC 16A

Plan au sol

## ADDITIONAL FURNITURE

Your 6m<sup>2</sup> package includes 1 table and 3 chairs, the 12m<sup>2</sup> package includes 2 tables and 3 chairs (see annex).

Our official furniture contractor offers an entire range of furniture and equipment. You may trade your default furniture or order additional equipment at your own cost.

### LIGN'E

2, allée du Golf – 31200 Toulouse  
Direct line. +33(0)5 62 75 99 34

### Camille VELTEN

Tél : 06 10 20 03 60 • 05.62.75.99.34  
Email : [lignexpo@lignexpo.com](mailto:lignexpo@lignexpo.com)

[CATALOGUE](#)

# RECEPTION DESK

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Upon arrival at the Exhibition Center, all participants must go to the reception desk to collect their participant folder:

- Badges
- The event guide
- The floor plan

# LUNCHES – COFFEE BREAKS

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## Lunch:

The lunch area is provided on site on April 3 and 4, 2024.

## Coffee breaks:

**Complimentary hot and cold beverages** will be offered to all the participants on:

**April 3<sup>rd</sup>** from 08.00 am to 10.00 am and 02.00 pm to 04.00 pm.

**April 4<sup>th</sup>** from 09.00 am to 10.00 am and from 02.00 pm to 04.00 pm.

# HOW TO GET THERE?

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## Bus

Line 11 – Croix du Sud  
Lemoine stop, 200 m from the Caveau



## Car

5 min by car from the Reims train station  
15 min by car from the Champagne-Ardenne train station



## Train

Reims, 45 min from Paris and 30 min from Roissy Charles De Gaulle with TGV Est.

2 TGV stations:

\* Reims Center TGV station: 8 trains to Paris in 45'

\* Reims Champagne-Ardenne TGV Station in Bezannes (5 km from the city center):

3 trains to Paris in 40'

9 links with the national network (Roissy Charles De Gaulle – 30 min, Marne la Vallée – 30 min, Massy – 1h, Strasbourg – 1h50, Nantes - 3h15, Rennes – 3h17, Bordeaux – 4h36, London – 4h10, Lille – 1h34)

**TGV information number:** Tel - 36 35

**To view the time tables please visit** [www.voyages-sncf.com](http://www.voyages-sncf.com)



## Flight

Aéroport Roissy Charles De Gaulle : à 30min en TGV

# AIRFRANCE KLM

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Event: **Pack and Spirit 2024**

ID Code: **40929AF**

Travel Valid Period: **March 26, 2024 to April 11, 2024**

Event Location: **Paris - Charles De Gaulle, France**

*Please visit the event website or access directly through*

<https://globalmeetings.airfranceklm.com/Search/promoDefault.aspx?vendor=AFR&promocode=40929AF>.



## TAXIS – CAR RENTAL

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TAXI	
Taxis de Reims : ☎ + 33 (0)3 26 47 05 05	Taxi 51 : ☎ +33 (0)6 52 19 72 15
Roussel Taxis : ☎ + 33 (0)6 11 97 79 27	Taxi Reims service + : ☎ + 33 (0)6 52 09 72 19
CAR RENTAL	
<p><u>City</u> <b>EUROPCAR</b> 76, bd Lundy 51100 REIMS ☎ +33(0)9 77 40 32 61</p>	
<p><b>RENT A CAR</b> 28, bd Joffre, Bat 2, 51100 REIMS ☎ +33(0)3 26 77 87 77 Cour Gare SNCF</p> <p><b>SIXT</b> 8, rue André Pingat, 51100 REIMS ☎ +33(0)3 52 38 00 52</p>	<p><b>UCAR</b> 267, rue de Neufchâtel, 51100 REIMS ☎ +33(0)3 26 09 84 30</p> <p><b>ADA</b> 17, rue Léna Bernstein, 51100 REIMS ☎ +33 (0)6 19 63 73 46</p>

## HOTELS

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