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Il Salone della Sicurezza

EXHIBITORS' MANUAL

ALLIANZ MICO NORTH WING
22 - 23 SEPTEMBER 2026

Organized by



Media Partner

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innovation key

CONTENTS

p. 3	<u>Deadline summary</u>
p. 5	<u>General rules to be observed</u>
p. 6	<u>Fiera Milano Congressi Exhibitor Services</u>
p. 8	<u>Catering</u>
p. 9	<u>Pre-outfitted spaces and customization</u>
p. 22	<u>Backlit graphic customization</u>



DEADLINE SUMMARY

DESCRIPTION	DEADLINE
Requests for additional services* on the Fiera Milano Congressi Exhibitor Services portal. <i>* see specifications on the Allianz MiCo portal</i>	10 September 2026
Requests for additional graphic customization and backlit graphic on the Fiera Milano Congressi Exhibitor Services portal	3 September 2026
Requests for catering services from Fiera Milano Congressi Compass Group	1 September 2026
Requests for external catering services Identità Golose Milano – Pazzesco – Manicaretti	1 September 2026



LIST PRICE VALIDITY AND INCREASES

Below is the specification of the validity and increases of Allianz MiCo list prices with regard to requests for stand customization and/or requests for equipment hire.

DESCRIPTION

Requests for additional services* on the Fiera Milano Congressi Exhibitor Services portal.

** See specifications on the above-mentioned portal*

DEADLINE

Orders sent by September 8:
standard price

From 9 to 20 September:
30% supplement

From 21 September:
50% supplement

Cancellation requests deadlines:

for requests received **by** September 6: full refund

for requests received **after** September 6: no refund



GENERAL RULES TO BE OBSERVED

- ❖ It is **compulsory to activate an adequate insurance policy covering all risks** linked to the transport of the exhibited goods to the trade fair district and their permanence there.
- ❖ It will be **strictly forbidden to drill or hammer nails into walls, ceilings and nonetheless any surface** of the exhibition area and of the pre-outfitted stands.
- ❖ It will be **strictly forbidden to use adhesive tapes with high adhesion power** on the walls and on the floor.
- ❖ It is possible to organize catering's services or aperitif inside the single exhibitor booths, starting from 5.00 p.m. on each day of event
- ❖ It will be **compulsory to use systems for diffusing sound to the stands that comply with specific noise levels, up to closure of the sessions in the single rooms.**



EXHIBITOR SERVICES Fiera Milano Congressi

The Fiera Milano Congressi Exhibitor Services portal <https://es.fieramilanocongressi.it/> is active.

Username and password will be transmitted by Fiera Milano Congressi to the Partner via e-mail to the reference person for access to the reserved area of the website.

When accessing the website the first time, the user must enter the administrative data required for invoicing the requested services subject to charge through the portal. We kindly ask you to fill in all mandatory fields.

MUST-DO ACTIVITIES

ASSEMBLY AND DISMANTLING PASS valid for access to all loading and unloading activities for the outfitting phase.

It is compulsory to provide the number plates of vehicles accessing the trade fair district and the names of all staff members who will access the site during the assembly and dismantling days, as specified in the circular letter downloadable from the portal.

MUST-DO ACTIVITIES

Download and acknowledgement of the ASSEMBLY AND DISMANTLING CIRCULAR LETTERS with all the times and schedules for accessing the trade fair district.



EXHIBITOR SERVICES Fiera Milano Congressi

OPTIONAL SERVICES SUBJECT TO CHARGE

The Fiera Milano Congressi Exhibitor Services portal can be used to request the following additional services:

- ❖ Hiring of **AUDIO/VIDEO** equipment
- ❖ Wired or **Wi-Fi INTERNET** connection
- ❖ **Extra kW**, plants and electrical equipment (downlights, trailing multi-sockets, etc.)
- ❖ **STAFF** (hostess, etc.)
- ❖ **CATERING** services
- ❖ **EXTRA** outfitting supplies (e.g. plants, pots, furnishings, etc.)



CATERING AND RESTAURANT RESERVATIONS

The CATERING service of FIERA MILANO CONGRESSI - COMPASS GROUP can be contacted through the Exhibitor Services portal or at the following e-mail address and number exhibitor.mico@compass-group.it / all.catering.mico@compass-group.it - Tel. +39 335 1264570, for requesting quotations.

RESTAURANT RESERVATIONS

For information and restaurant's reservations you refer to exhibitor.mico@compass-group.it

EXTERNAL CATERING

If you choose to use an external catering service, Fiera Milano requires you to purchase a **catering pass** from Exhibitor Services, which costs **€50.00 per day**. You must also complete the appointment letter, indemnity waiver and access pass request form.

All the required documentation is available in the 'Useful Documents' section of the portal.

For external catering services, you can either use your preferred provider or contact:

>> **Identità Golose Milano**

Andrea Polini

email: info@identitagolosemilano.it
eventi@identitagolosemilano.it

>> **Manicaretti**

Cinzia Venditti

email: cinzia.venditti@manicaretti.eu

>> **Pazzesco**

Marta Melgrati

email: marta@pazzescofood.it





PRE-OUTFITTED SPACES & CUSTOMIZATION

STAND - Corner | 3 mq

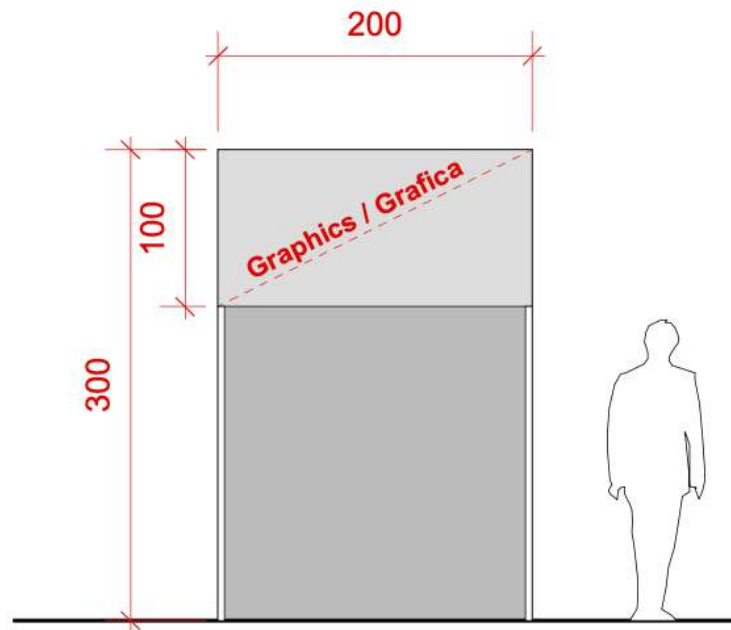


The graphics in the rendering are for illustrative purposes only; both panels can be customized.

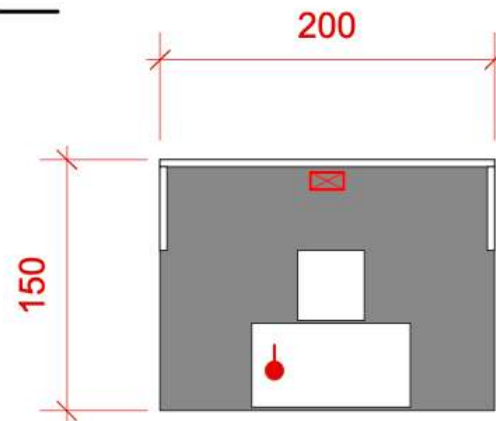
Note: As a benefit included in the Pre-outfitted Space, it is possible to send your personalised graphic execution file for the front desk, to be used in place of the graphic panel shown in the image.



STAND - Corner | 3 mq



Extra custom graphics
200x300h cm



Plan

STAND - Corner | 3 mq

Description

- Wooden back wall (H 300 cm) and side walls (H 200 cm)
- Carpeted floor, color to be defined

Graphic elements

- 1 print on Forex size 90,5x86 h cm (front desk)

Furnishings

- 1 white reception desk with lockable doors
- 1 stools
- 1 waste bin

Electrical system

- 1 multiple power socket
- 1 downlight

N.B.: the images are purely indicative with regard to materials and coverings

STAND - Corner | 6 mq

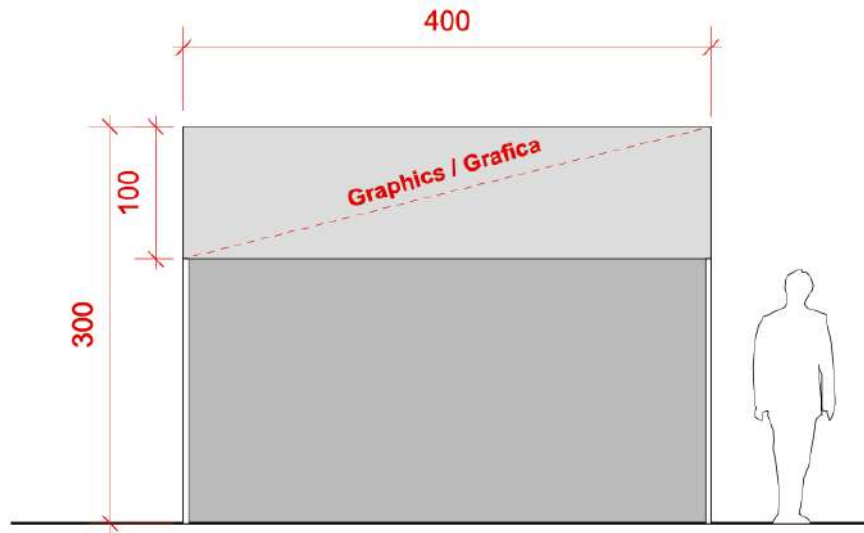


The graphics in the rendering are for illustrative purposes only; both panels can be customized.

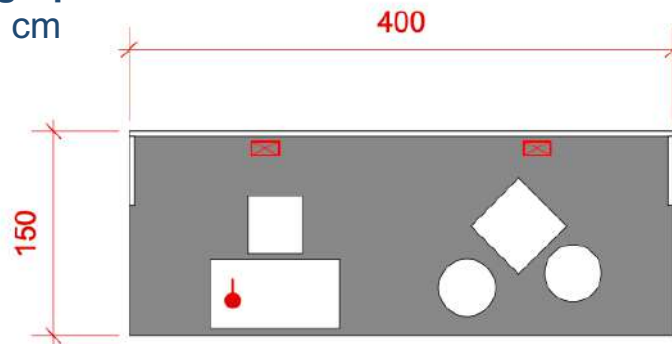
Note: As a benefit included in the Pre-outfitted Space, it is possible to send your personalised graphic execution file for the front desk, to be used in place of the graphic panel shown in the image.



STAND - Corner | 6 mq



Extra custom graphics
400x300h cm



Plan

STAND - Corner | 6 mq

Description

- Wooden back wall (H 300 cm) and side walls (H 200 cm)
- Carpeted floor, color to be defined

Graphic elements

- 1 print on Forex size 90,5x86 cm (front desk)

Furnishings

- 1 white reception desk with lockable doors
- 1 stools
- 2 pouf
- 1 low table
- 1 waste bin

Electrical system

- 1 multiple power socket
- 2 downlights

N.B.: the images are purely indicative with regard to materials and coverings

STAND | 9 mq

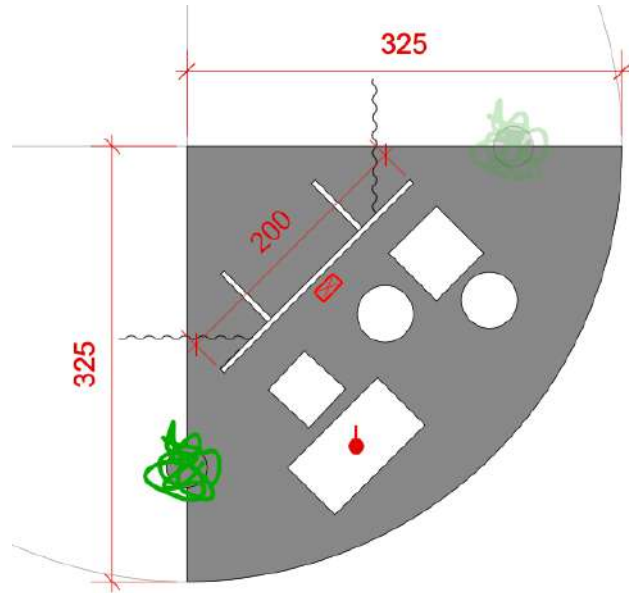


The graphics in the rendering are for illustrative purposes only; both panels can be customized.

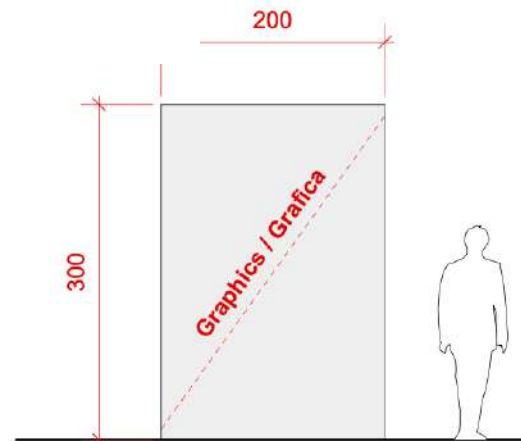
Note: As a benefit included in the Pre-outfitted Space, it is possible to send your personalised graphic execution file for the front desk, to be used in place of the graphic panel shown in the image.



STAND | 9 mq



Plan



Extra custom graphics
200x300h cm

STAND | 9 mq

Description

- Wooden back wall (H 300 cm)
- Crossbars with curtains on both sides of the wall
- Carpeted floor, color to be defined

Graphic elements

- 1 print on Forex size 90,5x86 cm (front desk)

Furnishings

- 1 white reception desk with lockable doors
- 1 stools
- 2 pouf
- 1 low table
- 1 plant with decorative pot
- 1 waste bin

Electrical system

- 1 multiple power socket
- 1 downlight

N.B.: the images are purely indicative with regard to materials and coverings

STAND | 18 mq

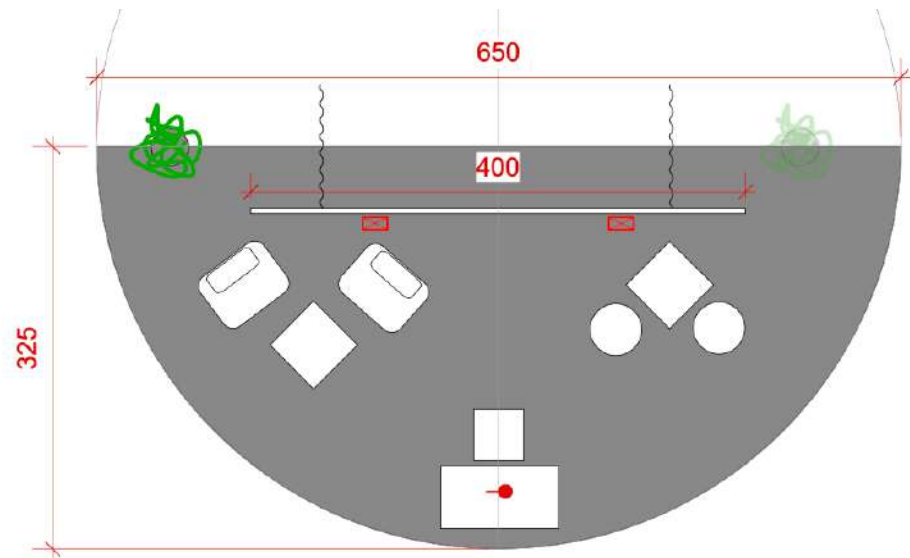


The graphics in the rendering are for illustrative purposes only; both panels can be customized.

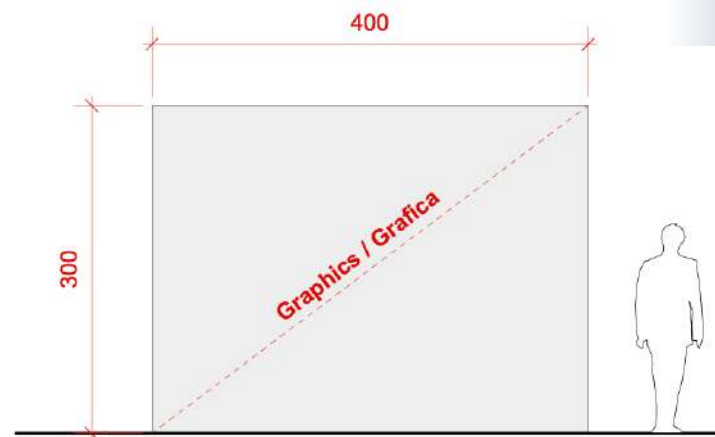
Note: As a benefit included in the Pre-outfitted Space, it is possible to send your personalised graphic execution file for the front desk, to be used in place of the graphic panel shown in the image.



STAND | 18 mq



Plan



Extra custom graphics
400x300h cm

STAND | 18 mq

Description

- Wooden back wall (H 300 cm)
- Crossbars with curtains on both sides of the wall
- Carpeted floor, color to be defined

Graphic elements

- 1 print on Forex size 90,5x86 cm (front desk)

Furnishings

- 1 white reception desk with lockable doors
- 1 stools
- 2 pouf
- 2 armchair
- 2 low table
- 1 plant with decorative pot
- 1 waste bin

Electrical system

- 1 multiple power socket
- 2 downlight

N.B.: the images are purely indicative with regard to materials and coverings



STAND | 27 mq

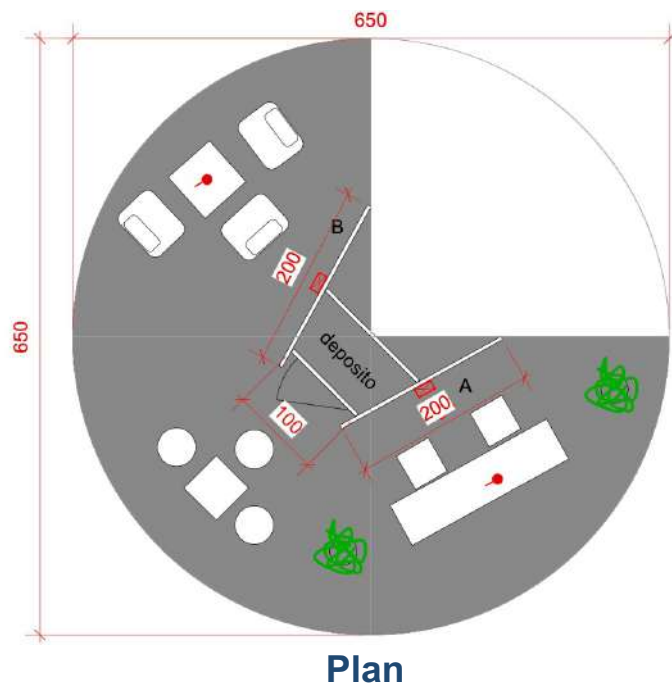


The graphics in the rendering are for illustrative purposes only; both panels can be customized.

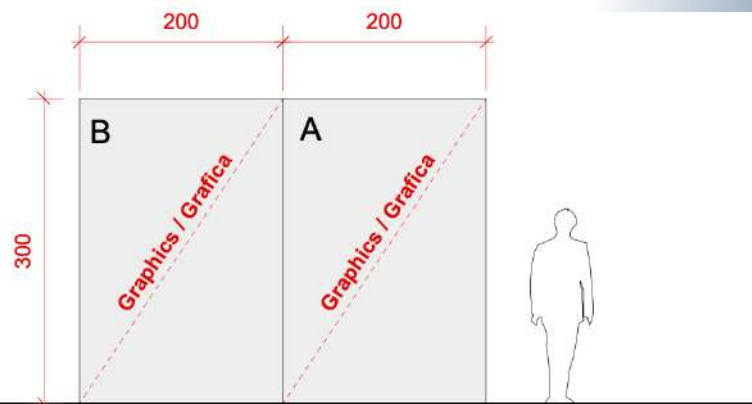
Note: As a benefit included in the Pre-outfitted Space, it is possible to send your personalised graphic execution file for the front desk, to be used in place of the graphic panel shown in the image.



STAND | 27 mq



Plan



Extra custom graphics
Nr. 2 pannelli | 200x300h cm

STAND | 27 mq

Description

- Wooden back wall (H 300 cm)
- Lockable storage with door
- Carpeted floor, color to be defined

Graphic elements

- 1 print on Forex size 195,5x86 cm (front desk)

Furnishings

- 1 white reception desk with lockable doors
- 2 stools
- 3 pouf
- 3 armchair
- 2 low table
- 2 plant with decorative pot
- 1 waste bin

Electrical system

- 2 multiple power socket
- 2 downlights

N.B.: the images are purely indicative with regard to materials and coverings



STAND | 36 mq

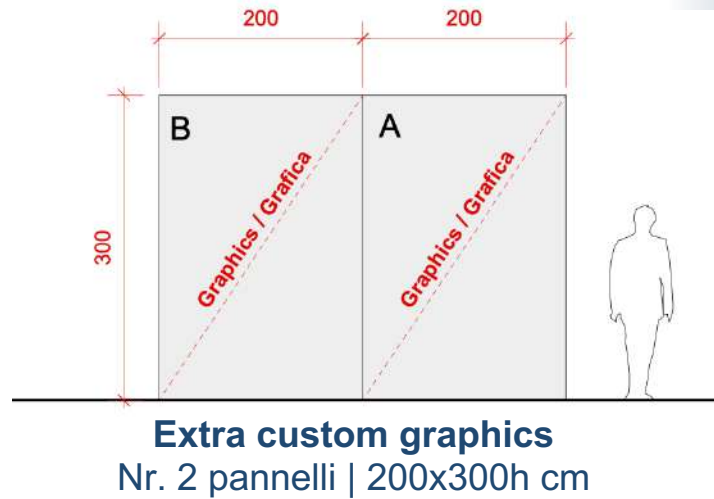
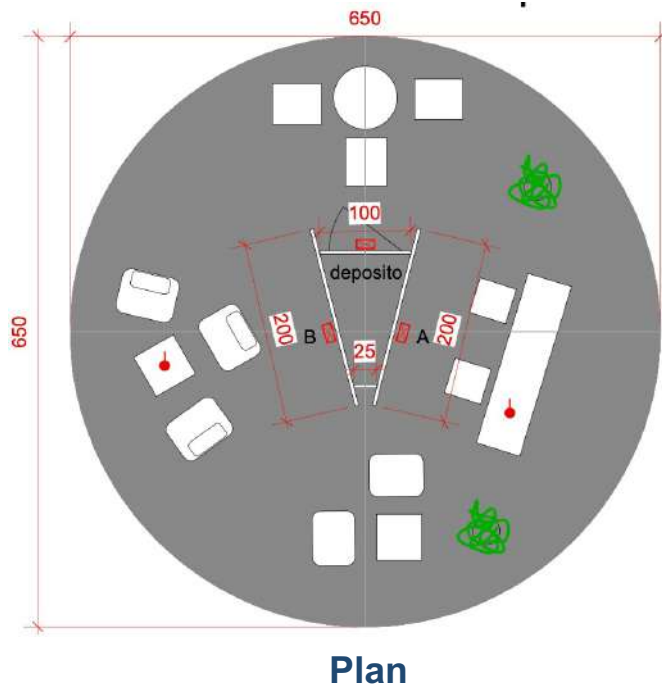


The graphics in the rendering are for illustrative purposes only; both panels can be customized.

Note: As a benefit included in the Pre-outfitted Space, it is possible to send your personalised graphic execution file for the front desk, to be used in place of the graphic panel shown in the image.



STAND | 36 mq



STAND | 36 mq

Description

- Wooden back wall (H 300 cm)
- Lockable storage with door
- Carpeted floor, color to be defined

Graphic elements

- 1 print on Forex size 195,5x86 cm (front desk)

Furnishings

- 1 white reception desk with lockable doors
- 2 stools
- 3 pouf
- 3 armchairs
- 2 low table
- 1 table h 70 cm
- 3 chair
- 2 plant with decorative pot
- 1 waste bin

Electrical system

- 2 multiple power socket
- 3 downlights

N.B.: the images are purely indicative with regard to materials and coverings





BACKLIT GRAPHIC CUSTOMIZATION

STAND | 9 mq | Extra custom backlit graphic

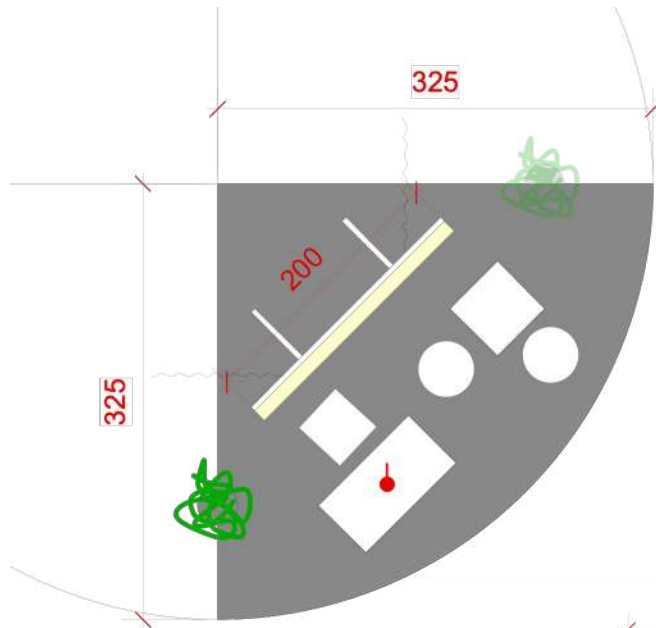


The graphics in the rendering are for illustrative purposes only; both panels can be customized.

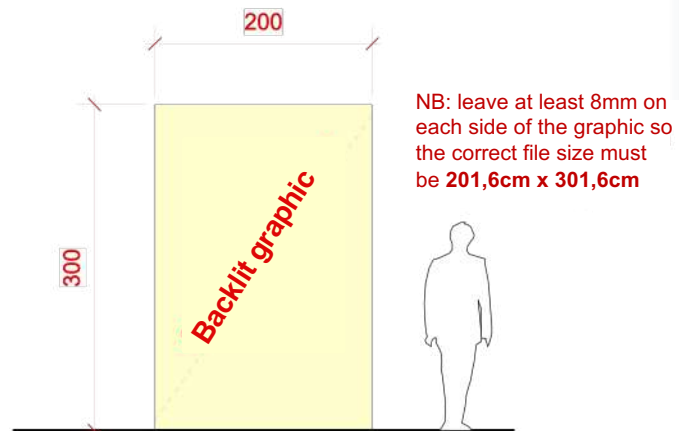
Note: As a benefit included in the Pre-outfitted Space, it is possible to send your personalised graphic execution file for the front desk, to be used in place of the graphic panel shown in the image.



STAND | 9 mq | Extra custom backlit graphic



Plan



Extra custom backlit graphic
200x300h cm

STAND | 9 mq

Description

- Wooden back wall (H 300 cm)
- Crossbars with curtains on both sides of the wall
- Carpeted floor, color to be defined

Graphic elements

- 1 print on Forex size 90,5x86 cm (front desk)
- 1 backlit graphic, 200 x 300 cm, digitally printed on backlit PVC

Furnishings

- 1 white reception desk with lockable doors
- 1 stools
- 2 pouf
- 1 low table
- 1 plant with decorative pot
- 1 waste bin

Electrical system

- 1 multiple power socket
- 1 downlight

N.B.: the images are purely indicative with regard to materials and coverings



STAND | 18 mq | Extra custom backlit graphic

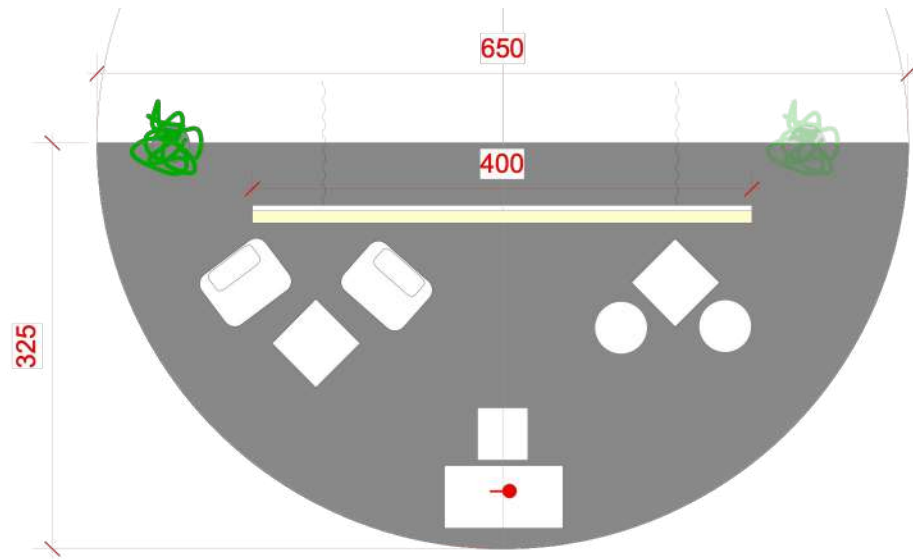


The graphics in the rendering are for illustrative purposes only; both panels can be customized.

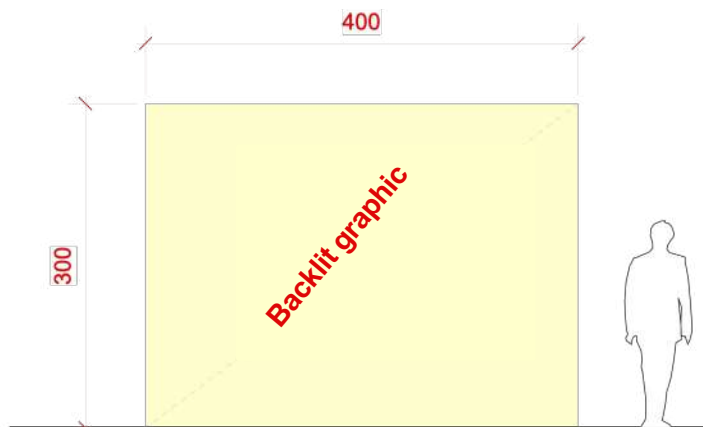
Note: As a benefit included in the Pre-outfitted Space, it is possible to send your personalised graphic execution file for the front desk, to be used in place of the graphic panel shown in the image.



STAND | 18 mq | Extra custom backlit graphic



Plan



Extra custom graphics
400x300h cm

NB: leave at least 8mm on each side of the graphic so the correct file size must be **401,6cm x 301,6cm**

STAND | 18 mq

Description

- Wooden back wall (H 300 cm)
- Crossbars with curtains on both sides of the wall
- Carpeted floor, color to be defined

Graphic elements

- 1 print on Forex size 90,5x86 cm (front desk)
- 1 backlit graphic, 200 × 300 cm, digitally printed on backlit PVC

Furnishings

- 1 white reception desk with lockable doors
- 1 stools
- 2 pouf
- 2 armchair
- 2 low table
- 1 plant with decorative pot
- 1 waste bin

Electrical system

- 1 multiple power socket
- 2 downlight

N.B.: the images are purely indicative with regard to materials and coverings



STAND | 27 mq | Extra custom backlit graphic



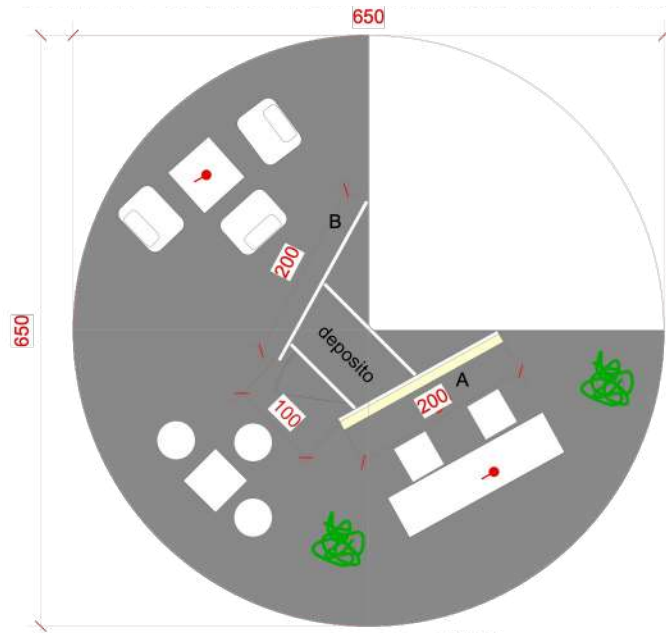
The graphics in the rendering are for illustrative purposes only; both panels can be customized.

Note: As a benefit included in the Pre-outfitted Space, it is possible to send your personalised graphic execution file for the front desk, to be used in place of the graphic panel shown in the image.

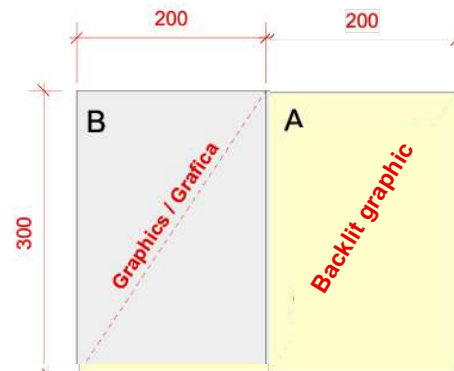


STAND | 27 mq | Extra custom backlit graphic

Option A | nr. 1 backlit graphic



Plan



NB: leave at least 8mm on each side of the graphic so the correct file size must be 201,6cm x 301,6cm

Extra custom graphics

Nr. 1 backlit graphic and nr. 1 graphic | 200x300h cm

STAND | 27 mq

Description

- Wooden back wall (H 300 cm)
- Lockable storage with door
- Carpeted floor, color to be defined

Graphic elements

- 1 print on Forex size 195,5x86 cm (front desk)
- 1 backlit graphic, 200 x 300 cm, digitally printed on backlit PVC

Furnishings

- 1 white reception desk with lockable doors
- 2 stools
- 3 pouf
- 3 armchair
- 2 low table
- 2 plant with decorative pot
- 1 waste bin

Electrical system

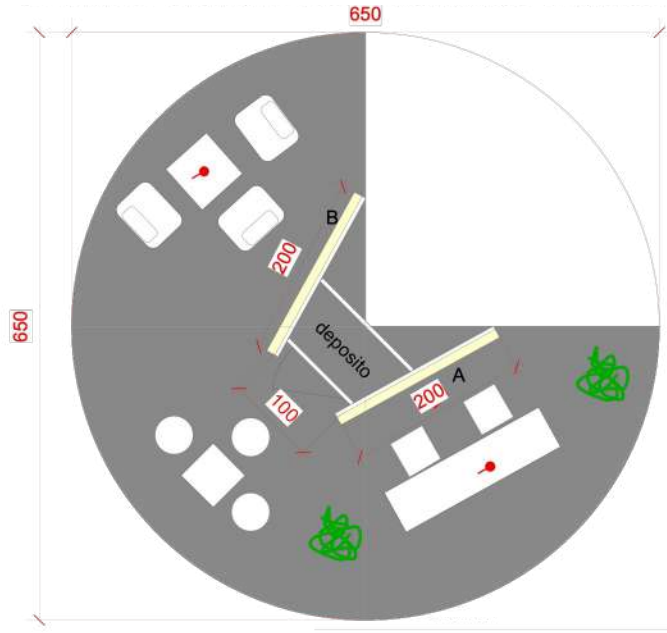
- 2 multiple power socket
- 2 downlights

N.B.: the images are purely indicative with regard to materials and coverings

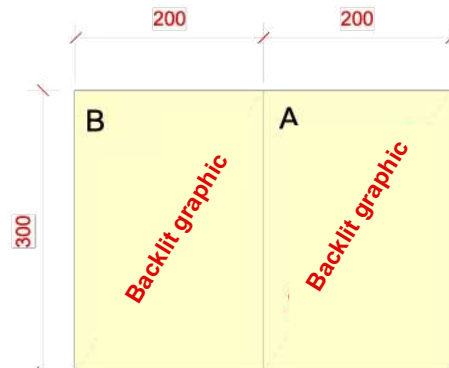


STAND | 27 mq | Extra custom backlit graphic

Option B | nr. 2 backlit graphic



Plan



NB: leave at least 8mm on each side of the graphic so the correct file size must be 201,6cm x 301,6cm

Extra custom graphics
Nr. 2 backlit graphic | 200x300h cm

STAND | 27 mq

Description

- Wooden back wall (H 300 cm)
- Lockable storage with door
- Carpeted floor, color to be defined

Graphic elements

- 1 print on Forex size 195,5x86 cm (front desk)
- 2 backlit graphic, 200 × 300 cm, digitally printed on backlit PVC

Furnishings

- 1 white reception desk with lockable doors
- 2 stools
- 3 pouf
- 3 armchair
- 2 low table
- 2 plant with decorative pot
- 1 waste bin

Electrical system

- 2 multiple power socket
- 2 downlights

N.B.: the images are purely indicative with regard to materials and coverings



STAND | 36 mq | Extra custom backlit graphic



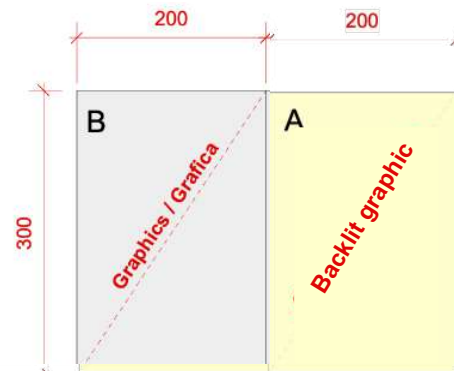
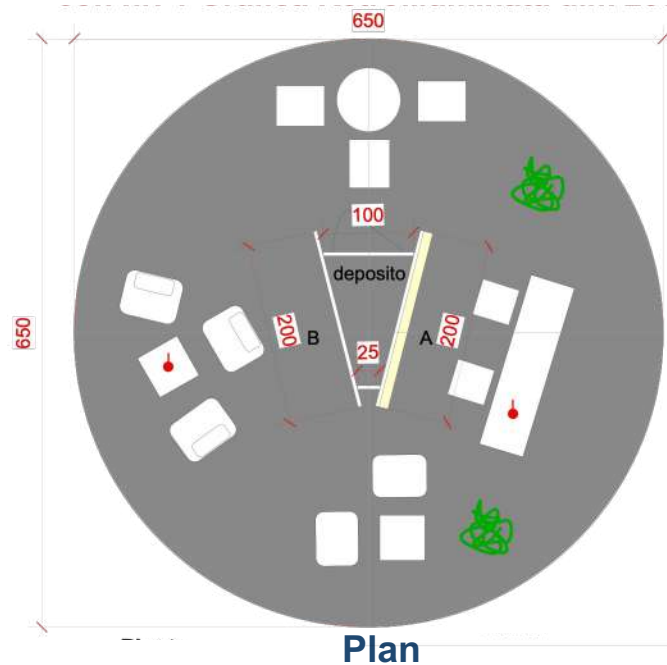
The graphics in the rendering are for illustrative purposes only; both panels can be customized.

Note: As a benefit included in the Pre-outfitted Space, it is possible to send your personalised graphic execution file for the front desk, to be used in place of the graphic panel shown in the image.



STAND | 36 mq | Extra custom backlit graphic

Option A | nr. 1 backlit graphic



Extra custom graphics

Nr. 1 backlit graphic and nr. 1 graphic | 200x300h cm

STAND | 36 mq

Description

- Wooden back wall (H 300 cm)
- Lockable storage with door
- Carpeted floor, color to be defined

Graphic elements

- 1 print on Forex size 195,5x86 cm (front desk)
- 1 backlit graphic, 200 x 300 cm, digitally printed on backlit PVC

Furnishings

- 1 white reception desk with lockable doors
- 2 stools
- 3 pouf
- 3 armchairs
- 2 low table
- 1 table h 70 cm
- 3 chair
- 2 plant with decorative pot
- 1 waste bin

Electrical system

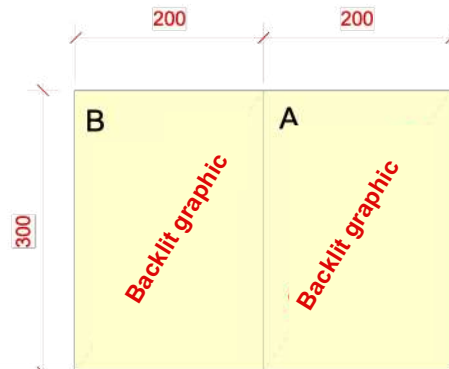
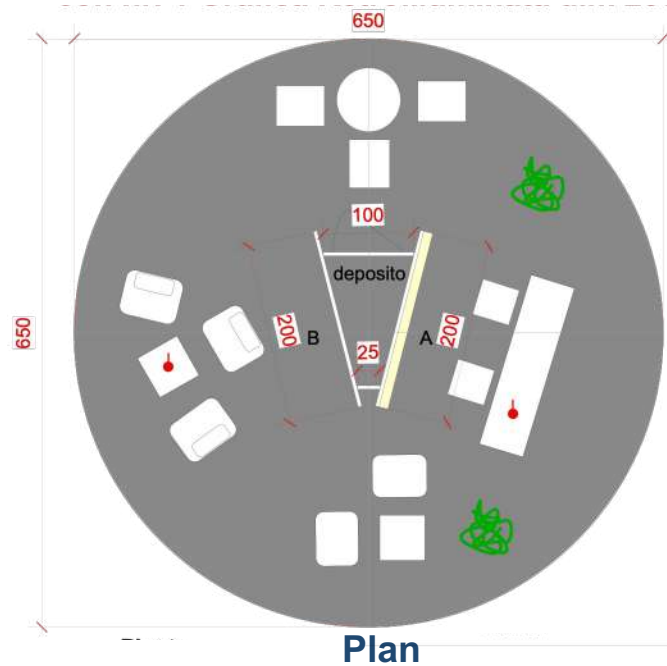
- 2 multiple power socket
- 3 downlights

N.B.: the images are purely indicative with regard to materials and coverings



STAND | 36 mq | Extra custom backlit graphic

Option B | nr. 2 backlit graphic



NB: leave at least 8mm on each side of the graphic so the correct file size must be 201,6cm x 301,6cm

Extra custom graphics
Nr. 2 backlit graphic | 200x300h cm

STAND | 36 mq

Description

- Wooden back wall (H 300 cm)
- Lockable storage with door
- Carpeted floor, color to be defined

Graphic elements

- 1 print on Forex size 195,5x86 cm (front desk)
- 2 backlit graphic, 200 x 300 cm, digitally printed on backlit PVC

Furnishings

- 1 white reception desk with lockable doors
- 2 stools
- 3 pouf
- 3 armchairs
- 2 low table
- 1 table h 70 cm
- 3 chair
- 2 plant with decorative pot
- 1 waste bin

Electrical system

- 2 multiple power socket
- 3 downlights

N.B.: the images are purely indicative with regard to materials and coverings



TECHNICAL SPECIFICATIONS CREATION OF EXECUTION FILES FOR PRINTING GRAPHICS THROUGH FIERA MILANO CONGRESSI

PLEASE NOTE

- Attach fonts if used or convert text to paths.
- Attach images or incorporate the file.

CHARACTERISTICS OF THE EXECUTION FILE

- Save the file in one of the following formats: EPS, PDF, TIFF, JPG.
- The images must be in CMYK.
- The resolution of large-format files must be at least 150 dpi in 1:1 scale.
- Leave at least 5 cm on each side for forex graphics and at least 8mm on each side for backlit graphics.

N.B.:

- Provide a file with the indications of the colours used in CMYK.
- For each file to be produced specify the name, size and quantity.



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For more information, please contact:
partner@salonewesec.com



ALLIANZ MICO NORTH WING
22 - 23 SEPTEMBER 2026