



# Danish Microbiological Society Technical Manual

15 November 2021  
Copenhagen · Denmark





## CONFERENCE VENUE – The Marble hall

Marble Hall (Marmorhallen)  
Copenhagen University Department of Food Science  
Thorvaldsensvej 40  
1871 Frederiksberg

## Official language

The official conference language is English.

## Parking

There are not any allocated parking spaces by the Marble Hall.  
All spaces by the Marble Hall are for public use, please be aware of the public parking fee.

## Timing

Event details	Date		Hours
Build up	Monday	15 november	08:30 - 10:45
Exhibition	Monday	15 november	10:45 - 16:15
Dismantling	Monday	15 november	16:15 - 18:00

### Please note:

The welcome reception will take place in the auditorium area on 15 November from 17:30 - 20:00.

## CONTACT INFORMATION DMS 2021

Conference Secretariat - CAP Partner  
Nordre Fasanvej 113  
2000 Frederiksberg, Denmark  
Charlotte Vedsted  
Tel.: +45 7020 0305  
E-mail: [cv@cap-partner.eu](mailto:cv@cap-partner.eu)





## Stand approval

Maximum Building height: 2.50 meters

## Electricity

1x 230V/10A is included

## Catering

Lunch, coffee breaks and welcome reception are included in the exhibition fee.

## WiFi

Available free of charge

## Furniture

The exhibition space will include 1 table (60cm x 120 cm) and 2 chairs.

If you bring your own table or chairs, please inform: Charlotte at [cv@cap-partner.eu](mailto:cv@cap-partner.eu).





## Shipping address

If you need to ship materials for your stand ahead of the conference, please ship to:

University of Copenhagen  
Driftsafdelingen  
Thorvaldsensvej 40  
1871 Frederiksberg  
Mrk: KU FOOD – DMS Conference, Marmorhallen - *company name*

## Delivery

Monday-Thursday 7:00-15:30  
Friday 7:00-15:00

## Please note:

The exhibitor must organize return shipment. It is the exhibitor's responsibility to add return labels on all items.

## Adverts

Specifications:

The format is A5: 148 x 210 mm for a full page

Format: print-ready PDF in 300 dpi CMYK. Bleed: 3 mm

Deadline: October 25 to Charlotte Vedsted at [cv@cap-partner.eu](mailto:cv@cap-partner.eu)

1 advert is incl. for the Silver Sponsors, Gold Sponsors and Platinum sponsors.





## Inserts

The inserts are to be sent to CAP Partner at the latest by the November 10.

Conference Secretariat - CAP Partner  
Att.: Charlotte Vedsted (DMS 2021)  
Nordre Fasanvej 113  
2000 Frederiksberg, Denmark

1 insert is incl. for the Silver Sponsors, Gold Sponsors and Platinum sponsors.

Format: A5

## Symposium info deadline

Information about topics and speakers has to be sent beforehand.  
Please bring slides for your presentation on the day of the conference.  
Deadline: October 25 to Charlotte Vedsted at [cv@cap-partner.eu](mailto:cv@cap-partner.eu).

## Congress Dinner

The congress dinner will take place at Madklubben, Frederiksberg.  
It includes a two-course menu, two beverages of own choice (wine, beer, soda) and sparkling/still water.  
This dinner is incl. for the gold and platinum sponsors.

Please send the names of the company representatives by **October 25** to Charlotte Vedsted at [cv@cap-partner.eu](mailto:cv@cap-partner.eu). Please note any special dietary requirements in the registration.

*The congress dinner is fully booked. If you would like to join dinner, we will be happy to add you to the waiting list. Please reach out to Charlotte Vedsted at [cv@cap-partner.eu](mailto:cv@cap-partner.eu).*





## Registration

### How to register Company registrations included in your sponsorship/exhibition

Sponsors and exhibitors are asked to register their free company registration (staff) through the [Online Registration](#) for **DMS Congress 2021**

- Each company registration should choose the participant type `Sponsor` or `Exhibitor` depending on your DMS involvement.
- It is mandatory to indicate the correct company name.
- Thereafter add the registration ticket to the order and complete the registration.

Kindly note: It is not possible to register or purchase passes in “no name”. We reserve the right to change your registration if your status and amount of free registrations does not correspond with the DMS exhibitors.

One person can register several persons and each person can register themselves using above instructions. All registrations require a personal email address, full name, company, address, and country.

Please notice that your DMS involvement (Exhibitor or Sponsor) will be marked on all company registrations namebadges for the conference.

**Registration deadline for Company registrations: October 25th 2021**

For questions related to registration, please contact Mille Skovbjerg at [ms@cap-partner.eu](mailto:ms@cap-partner.eu).





The Danish Microbiological Society  
**Annual Congress 2021**

Copenhagen · Denmark · 15 November 2021

SAVE THE DATE

Overview of important information and deadlines	Exhibitor	Silver sponsor	Gold sponsor	Platinum sponsor	<input checked="" type="checkbox"/>
Exhibition space size	3 sqm.	6 sqm.	8 sqm.	12 sqm.	<input type="checkbox"/>
Logo in programme	Yes	Yes	Yes	Yes	<input type="checkbox"/>
Logo on web site	Yes	Yes	Yes	Yes	<input type="checkbox"/>
Comp. Registration Deadline: Oct. 25	2 incl.	2 incl.	3 incl.	5 incl.	<input type="checkbox"/>
Advert Deadline: Oct. 25	NO	Full page	Full page	Full page	<input type="checkbox"/>
Insert Deadline: Nov. 10	NO	Yes	Yes	Yes	<input type="checkbox"/>
Logo on break slides	NO	Yes	Yes	Yes	<input type="checkbox"/>
Add. registrering at academic rate	NO	Yes	Yes	Yes	<input type="checkbox"/>
Symposium Deadline: Oct. 25	NO	NO	25 min.	25 min.	<input type="checkbox"/>
Dinner incl. Deadline: Oct. 25	NO	NO	3	5	<input type="checkbox"/>
Roll up i reg. area	NO	NO	NO	Yes	<input type="checkbox"/>
Sponsorship of the beer reception	NO	NO	NO	Yes	<input type="checkbox"/>
Lanyards	NO	NO	NO	Yes	<input type="checkbox"/>

