

# DEADLINES

1

## 21 February 2025

Health and safety Declaration online form – **compulsory for all exhibitors**

Stand plans submission online form / Risk Assessment / Method statement / Structural calculations

For more details, please refer to Compulsory tasks section of the manual.

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2

## 14 February 2025

Exhibitor profile entry deadline – **compulsory for all exhibitors**

After this date changes will appear only in the online profile. See Exhibitor Zone dashboard to access the form

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3

## 27 February 2025

Bella Center services order deadline.

New! **Deadline for ordering compulsory waste handling service.**

After this date, surcharge will be applied, and delivery of services will depend on availability

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4

## 7 March 2025

Stand activities notification online form submission deadline **compulsory for all exhibitors**

See Exhibitor Zone dashboard to access the form

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5

## 20 March 2025

CEVA services orders deadline – freight/storage/forklifts

After this date surcharge will be applied.

# DEADLINES for stand contractors

1

## 21 February 2025

Stand plans submission online form - **compulsory, to be filled in by the stand contractor**

**Stand plans submission documents** – stand plans, with dimensions, elevations, and visuals; Risk Assessment; Method Statement and Structural Calculations if applicable

If you are planning to have a double decker stand, it is recommended that you submit your stand plans **by 14 January** to ensure sufficient time for the Danish authorities to approve your stand build.

For more details, please refer to Compulsory tasks section of the manual. All documents should be sent by email to [operations@windeurope.events](mailto:operations@windeurope.events)

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2

## 27 February 2025

Bella Center services order deadline

After this date surcharge will be applied, and services depend on availability

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3

## 13 March 2025

Registration of the stand contractors' teams for the build-up / break down

Access to the registration will be sent to stand contractors only once all stand plans documents and online form is submitted.

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4

## 20 March 2025

CEVA services orders deadline – freight/storage/forklifts

After this date surcharge will be applied.