



PARTICIPANTS GUIDE

June 19 – 21, 2018

Parque da Cidade – CEFE (Centro de Formação do Educador)
Avenida Olivo Gomes, 250 - Santana
São José dos Campos - SP, 12211-115, Brazil

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For further questions please contact:

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Event Program & Agenda

This program is only informative. You will be able to find the final version within your personal schedule.

Tuesday, June 19th

01:00 pm > Registration
02:00 pm – 06:00 pm > Keynote Session

Wednesday, June 20th

09:00 am – 12:25 pm > BtoB meetings & Workshops
12:30 pm – 2:00 pm > Lunch
02:00pm – 06:00 pm > BtoB meetings & Workshops
06:30 pm > Networking Cocktail

Thursday, June 21st

09:00 am – 12:25 pm > BtoB meetings & Workshops
12:30 pm – 2:00 pm > Lunch
02:00pm – 05:00 pm > BtoB meetings & Workshops
05:00 pm > End of convention and materials removed from Booth

Reception desk

Upon arrival at the Convention Center, all participants must go to the reception desk and collect their participant folders. Each participant folder contains the following items:

- ≈ Welcome Letter
- ≈ Schedule of Meetings
- ≈ Name tags
- ≈ Event program
- ≈ Additional Meetings Requests
- ≈ Layout of Aerospace Meetings Brazil 2018
- ≈ Lunch Coupons (if purchased)



Booth set-up

AMB offers hard walled booths. **We strongly recommend you to bring graphics to customize your booth, or order custom-printed walls and fascia panels for a more professional appearance.** Noisy machines or sound systems are not allowed. Also make sure that all equipment and graphics you'll bring can actually fit inside your booth.

Set up time will be running from **03:00 pm to 07:00 pm on Tuesday, June 19th, 2018.** For exhibitors unable to make it on Tuesday: We recommend you to arrive at the Convention Center at **07:30 am on Wednesday, June 20th** to complete the set up and personalization of your booth.

Booth details

Exhibitors are allowed to bring pop-up stands, roll ups and other graphics as long as they fit within the dimensions of the selected booth and do not stick out.

Standard Package 4sqm (2 x 2 mts)	Premium Package 8sqm (4 x 2 mts)
	
Lights, 1 Table, 3 Chairs, Carpet and Fascia Board with the name of the company and power supply. Each panel is 2,20 m H x 1m W Fascia Board is 1,09m x 0,46cm	Lights, 2 Tables, 6 Chairs, Carpet and Fascia Board with the name of the company and power supply. Each panel is 2,20 m H x 1m W Fascia Board is 1,09m x 0,46cm

[Extra furniture & Rental](#)

Our official supplier "PROIMAGEM" offers an entire range of furniture, equipment and printed materials (banners, roll ups, etc.). For quotes or placing an order, please send an email to: eventos@proimagem.com

[Business lunch](#)

A seated business lunch will be provided by ABE during the two business meetings days: Wednesday, June 20th and Thursday, June 21st, inside the exhibition area, from 12:30 pm to 02:00 pm, at an additional cost of **30 EUR** per person per day.

If you wish to book this option you must make a request to your contact at ABE.

[Coffee break](#)

You will be able to enjoy coffee and other beverages, free of charge, at 10:00 am and at 03:00 pm on June 20th and 21st.

[Catering at your booth](#)

Our Supplier "PROIMAGEM" is also able to respond to any catering requests you may have. For this purpose, please contact: eventos@proimagem.com

[Shipping & deliveries](#)

If you wish to ship equipment or material supplies for your booth, be sure to use the following address:

Parque da Cidade
Avenida Olivo Gomes, 250 - Santana
São José dos Campos - SP, 12211-115, Brazil
T. +55 12.3904.2900

Also, indicate the **event's name** and your **company's name** on the label.

Shipments must be delivered on June 19th, between 3:00 and 7:00 pm

IMPORTANT NOTE: International companies must have a **Customs agent** for releasing shipments from customs. **ABE is not a custom broker and will not be responsible for packages stopped at customs.**

[Move out](#)

Exhibitors must have all their materials and equipment cleared from their booths by 05:00 pm on Thursday, June 21st, 2018. **Your materials and equipment must be picked up from the convention center by your outbound carrier between the hours of 05:00 pm and 06:00 pm on June 21st.**

[Networking cocktail](#)

BCI Aerospace will be running a networking cocktail for all participants on June 20th at 6:30 pm in "Clube de Campo Santa Rita". Make sure you wear your badge to be granted access.

Clube de Campo Santa Rita
Travessa Lineu de Moura, S/N - Urbanova, São José dos Campos - SP, 12244-380, Brazil

Transportation will be available from the Convention Center starting at 6:00 pm and from Campo Santa Rita to the Mercure Hotel at 9:30 pm.

[Hotels & accommodation](#)

MERCURE São José dos Campos	Avenida Dr. Jorge Zarur, 81 - Jardim Apolo, São José dos Campos - SP, 12243-081, Brésil +55 12 3904-2300 www.accorhotels.com	Reservations: By email: h5168-re@accor.com.br By phone: +55 12 3904-2300 Code: Aerospace Meeting Superior room: Single R\$ 229,00 + 5% ISS Double R\$ 259,00 + 5% ISS Deluxe room: Single R\$ 250,00 + 5% ISS Double R\$ 280,00 + 5% ISS Privilege room: Single R\$ 310,00 + 5% ISS Double R\$ 370,00 + 5% ISS Máster room: Single R\$ 499,00 + 5% ISS Double R\$ 559,00 + 5% ISS Breakfast included
GOLDEN TULIP São José dos Campos	Colinas Shopping Av. São João, 2200 - Jardim das Colinas, São José dos Campos - SP, 12242-840, Brazil T. +55 12 3131-4100 www.goldentulip.com	Reservations: By email: GTCO.RESERVAS@GOLDENTULIP.COM.BR By phone: +55 12 3131-4100 Standard room: R\$ 230,00 (Single) + 5% ISS R\$ 270,00 (double)+ 5% ISS Superior room: R\$ 265,00 (Single) + 5% ISS R\$ 305,00 (double)+ 5% ISS Luxe room: R\$ 300,00 (Single) + 5% ISS R\$ 340,00 (double) + 5% ISS Breakfast included
NOVOTEL São José dos Campos	Av. Dr. Nelson d'Ávila, 2200 - Vila das Acacias, São José dos Campos - SP, 12245-031, Brazil T. +55 12 4009-7800 www.novotel.com	Reservations: By e-mail: reservas.novotelsjc@accor.com.br By phone: +55 (12) 4009-7800 Code: 160270 Single room: R\$ 295,00 + 5% ISS Double room: R\$ 325,00 + 5% ISS Breakfast included

[Access to the venue](#)

Parque da Cidade
Av. Olivo Gomes, 250 - Santana
São José dos Campos - SP, 12211-115, Brazil

Transportation will be provided from the Mercure Hotel to Parque da Cidade and back from 7:30 am on June 20 and from 8:00 am on June 21.

[Transportation from GRU Airport to Sao Jose dos Campos](#)

There are two options to commute from Guarulhos Airport to Sao José dos Campos:

- 1) **Taxi:** <https://www.gru.com.br/en/passenger/to-from-gru-airport/taxi> (They will take you straight to your hotel).
- 2) **Bus "Pássaro Marron":**
You need to relocate from T2 to T3.
Website: <http://www.passaromarron.com.br/>
Cost is about \$R 22,40
*You can buy your ticket once you are at the airport only. They will take you to Sao José Bus Station.