EFC XI EUROPEAN CONGRESS

European Federation for Colposcopy and Cervical Cancer Prevention

Bucharest, Romania | 14-17 October 2026

EXHIBITION MANUAL

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Dear Exhibitor,

Welcome to the XI EFC European Congress 2026 which will take place from 14 to 17 October 2026 in Bucharest, Romania. In this exhibitor manual, you will find all relevant information related to the exhibition, including general project management and logistics.

1. General information

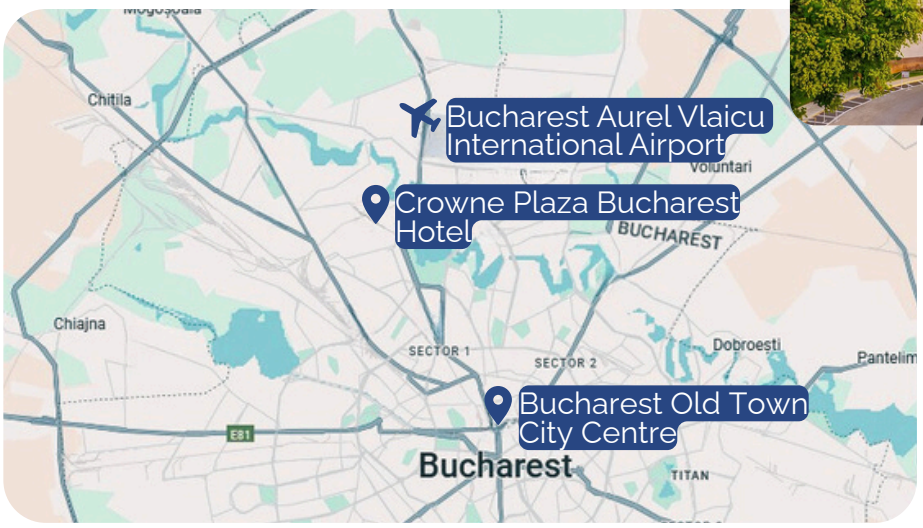
XI EFC European Congress in collaboration with the Romanian Society of Colposcopy and Genital Inferior tract Payhology

Date: 14 – 17 October 2026
Location: Bucharest, Romania
Official language: English
Website: https://congress2024.efcolposcopy.eu
Exhibition floor plan space: see page 5
Congress venue: Crowne Plaza Bucharest
Contact information: efc.congress@thetriumph.com

2. How to get there

The congress will take place at the **Crowne Plaza Bucharest**

Address: Bulevardul Poligrafiei 1, 013704 Bucharest, Romania



By flight: Henri Coandă International Airport (OTP) is located approximately 16 km north of Bucharest city center. The airport serves over 14 million passengers per year and offers numerous direct connections to major European and international destinations. The national carrier TAROM and several international airlines operate regular flights.

By bus: International bus companies such as FlixBus and other regional operators offer direct routes to Bucharest from cities including Sofia, Budapest, Vienna, Prague, Berlin, and other major European hubs at affordable prices.

By train: Bucharest is well connected by rail to major European cities. The main station, Gara de Nord, offers international and domestic connections, with links to cities such as Budapest, Vienna, and Sofia.

How to get from Bucharest Airport to Crowne Plaza Bucharest

The Crowne Plaza Bucharest Hotel is approximately 10–15 km from Henri Coandă International Airport (OTP), depending on the route and traffic conditions.

By taxi

Taxis are available at Bucharest Airport. The journey to the hotel usually takes around **20–30 minutes**, depending on traffic. We recommend using the official taxi services available at the airport and checking the estimated fare before starting the journey.
Ride-hailing services such as **Uber** and **Bolt** are also available in Bucharest. Pick-up instructions are provided in the respective apps.

By train + taxi

The airport train connects Henri Coandă Airport with Bucharest North Railway Station (Gara de Nord). The journey takes approximately **20 minutes.**
From Gara de Nord, participants can continue to the hotel by taxi or ride-hailing service. The journey from the station to the hotel generally takes around **10–20 minutes**, depending on traffic.

By bus

Several public bus services connect Henri Coandă Airport with Bucharest. However, as the hotel is not directly served by an airport bus, this option may require an additional connection and is less convenient if you are travelling with luggage.

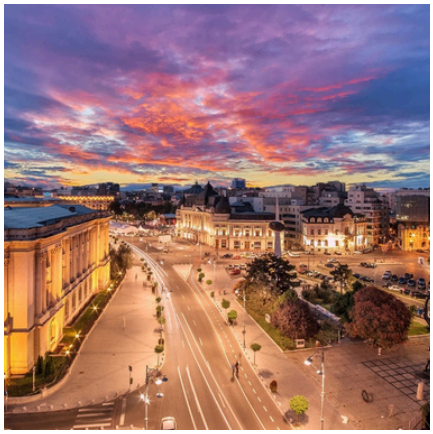
Recommended option

For the most convenient journey, especially for first-time visitors to Bucharest or participants travelling with luggage, we recommend taking a **taxi, Uber or Bolt directly from the airport to the hotel.**

The City of the Congress

Known for its wide, tree-lined boulevards, glorious Belle Époque buildings and a reputation for the high life (which in the early 1900s earned its nickname of "Little Paris"), Bucharest, Romania's largest city and capital, is today a bustling metropolis. Legend has it that the city of Bucharest was founded by a shepherd named Bucur, whose name literarily means "joy." His flute playing reportedly dazzled the people and his hearty wine from nearby vineyards endeared him to the local traders, who gave his name to the place.

Bucharest Sights and Landmarks:

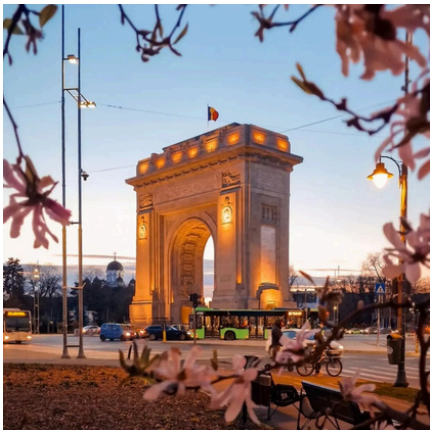


Revolution Square

Romanian Athenaeum

Parliament Palace

National Bank



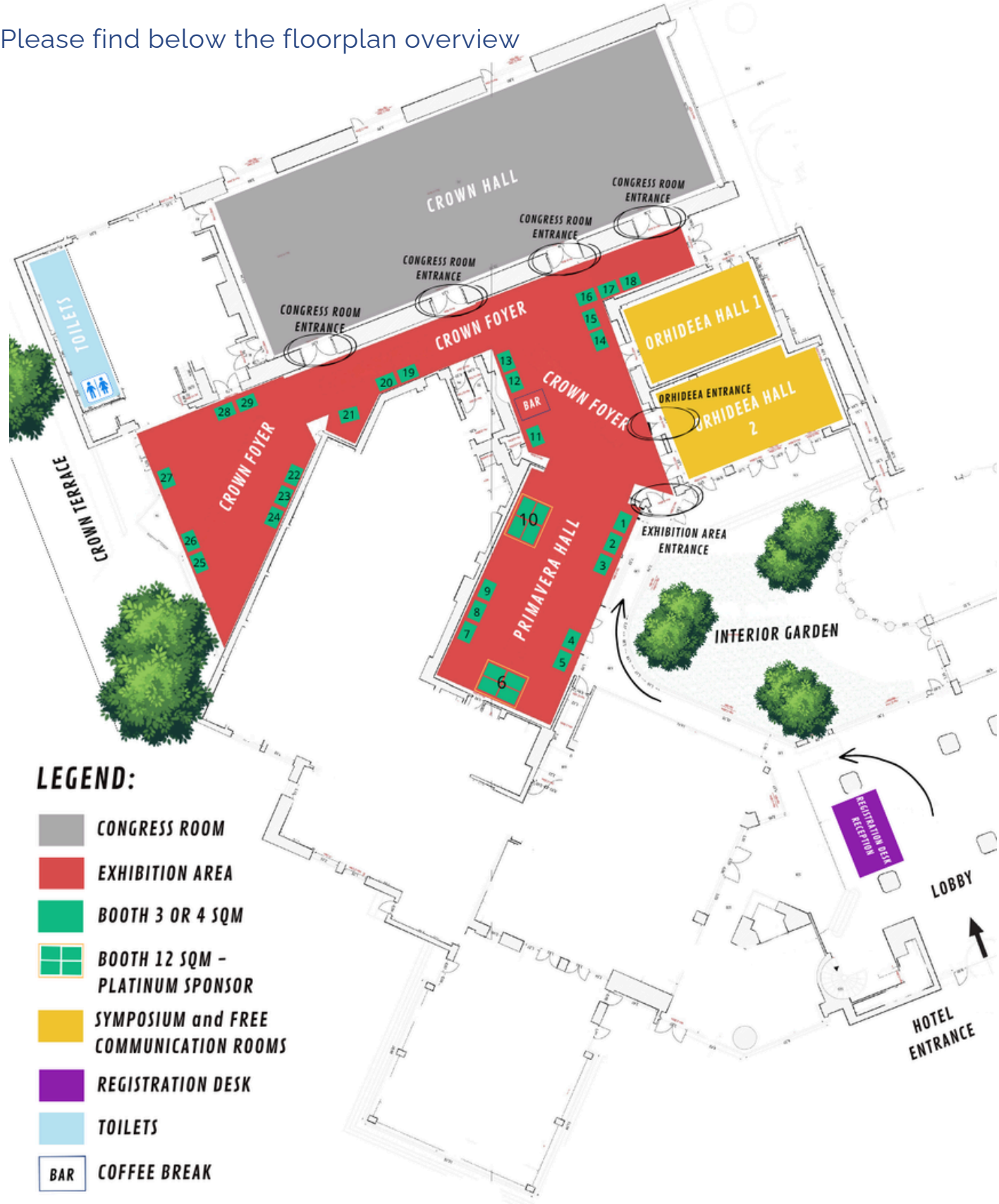
Arch of Triumph

Old Town / Lipscani street Area

Romania is a member of the European Union since 1 January 2007. Romania joined NATO on 29 March, 2004. The country is a Schengen member since 31 March 2024. Romania is not part of the Eurozone and its official currency is the Romanian Leu RON.

3. Floor plan overview

Please find below the floorplan overview



*Please note that the floorplan might be subject to modifications depending on the final number of exhibitors.

4. Set-up hours and dismantling

Setup:

14 October, 7:00 PM - 11:00 PM

Dismantling:

The conference ends on October 17 at 1:00 PM.
Dismantling is authorised from 2:00 PM.

Note:

If the Sponsor is providing medical devices for the Hands-on Training Courses (Ablation, TA & Laser, LLETZ) on Wednesday, 14 October, setup will be allowed on Tuesday, 13 October from 7:00 PM.

Sponsors are kindly requested to confirm that the devices can be relocated without issues after setup.
Otherwise, please contact the Organising Secretariat to discuss an alternative solution.

Waste Management Reminder:

As part of our commitment to sustainability and creating a pleasant environment for all attendees, we kindly remind all exhibitors to please utilize the appropriate waste containers provided throughout the venue. Let's work together to keep our event spaces clean and tidy by avoiding littering and ensuring that waste is disposed of properly. Your cooperation in respecting the cleanliness of our shared spaces and being mindful of others is greatly appreciated.
Together, we can make a positive impact and promote a respectful and enjoyable experience for everyone.

5. Exhibition opening hours

Access to Exhibition Area will be as follows:

OFFICIAL XI EFC EUROPEAN CONGRESS OPENING HOURS	
Thursday 15 October	8:00 AM - 6:45 PM
Friday 16 October	8:00 AM - 6:45 PM
Saturday 17 October	8:00 AM - 1:00 PM

On October 15th, the **Networking Evening** will take place in the Exhibition Area and Orhideea Room from 7:15 PM to 10:00 PM. We recommend that all booths remain open during this time.

ADJUSTED ACCESS TIME FOR EXHIBITORS ONLY	
Thursday 15 October	7:00 AM - 7:30 PM
Friday 16 October	7:00 AM - 7:30 PM
Saturday 17 October	7:00 AM - 2:00 PM

Please ensure that your booth is fully ready and accessible to guests half an hour (30 minutes) before the scientific programme starts (table 1).

6. Sponsors regulations

The rules and regulations outlined herein apply to all EFC Congress formats, including in-person, fully virtual, and hybrid congresses. Compliance with these rules and regulations is mandatory for all sponsors.

The Sponsor rules and regulations encompass the following areas:

- Promotion, publicity, and advertising regulations, which include compliance information. Sponsors are responsible for ensuring compliance with all applicable regulations and the laws of the host country.
- Sponsor identification and promotional activities are permitted only with the prior approval of the organiser.
- Food and beverages are not permitted at exhibition booths.
- Smoking is prohibited throughout the congress venue.

Please note that photographs and video recordings may be taken during the congress. By participating in the event, attendees consent to being photographed and/or filmed.

7. F&B

Coffee and snacks will be available during the scheduled coffee breaks, as outlined in the programme.

A buffet lunch will be provided on 15 and 16 October.

8. Booth types

Exhibition space includes the following furniture:

- Table(s)
- Table cloth(s)
- Chairs
- Electric multi socket

The following items are available as optional services and can be arranged upon request. These services are subject to additional charges and will be quoted separately.

- Frame/wall structure
- Backdrop for the booth
- Carpet for the booth
- Screen for the booth
- Customised desk for the booth
- Roll-up for the booth
- Brochure holder
- Lunch box at the booth

Additional Branding Opportunities:

- Company logo on coffee break area flags
- Company logo on official banner outside venue
- Roll-up display in the exhibition area
- Video advertising spot on entrance LED screen

9. Logistics

Shipment:

For the delivery/collection of equipment, please take into account the schedule below:

Delivery: Monday–Sunday: 7:00 AM – 10:00 PM (please specify the date and time, subject to availability)

Collection: Monday–Sunday: 7:00 AM – 10:00 PM (please specify the date and time, subject to availability)

Contact details:

For Primavera Hall (Exhibition Area): +40 720 200 552

For Transilvania and Magnolia meeting rooms (Hands-on Workshop session): +40 720 200 551

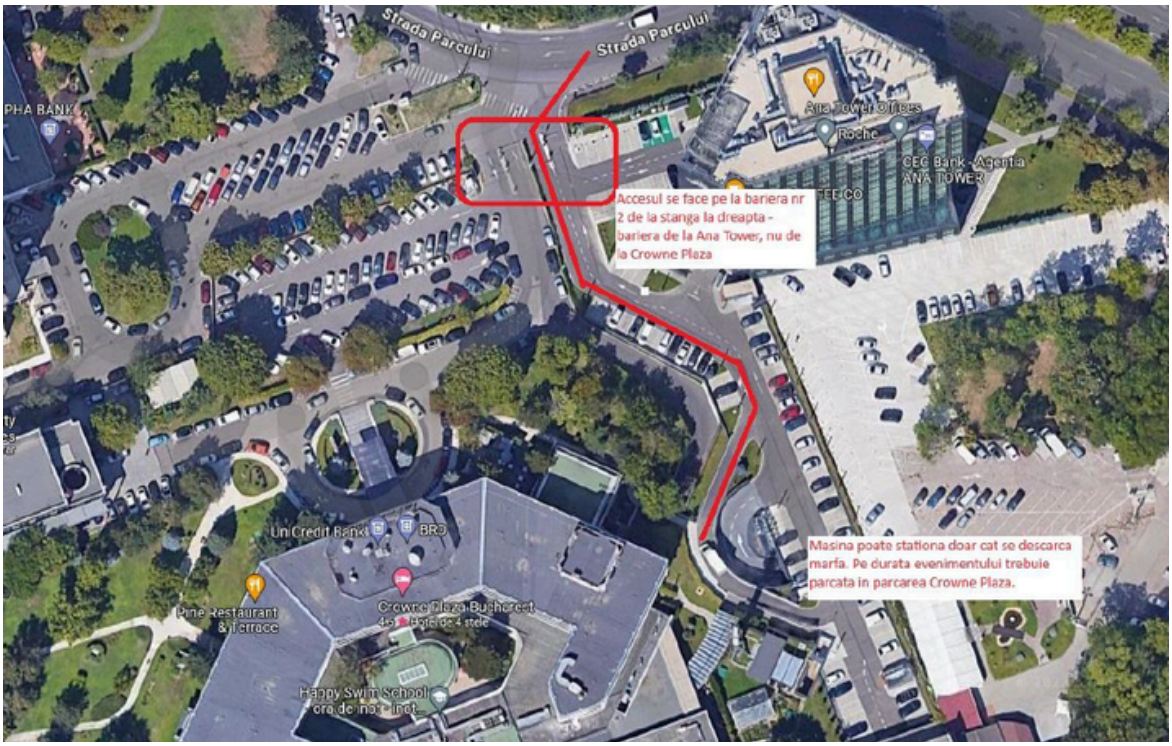
The Sponsor is responsible for labeling all packages with the **event name**, **room**, and **event date**. Packages that are not correctly labelled cannot be accepted.

The sponsor is responsible for any damage to the venue property.

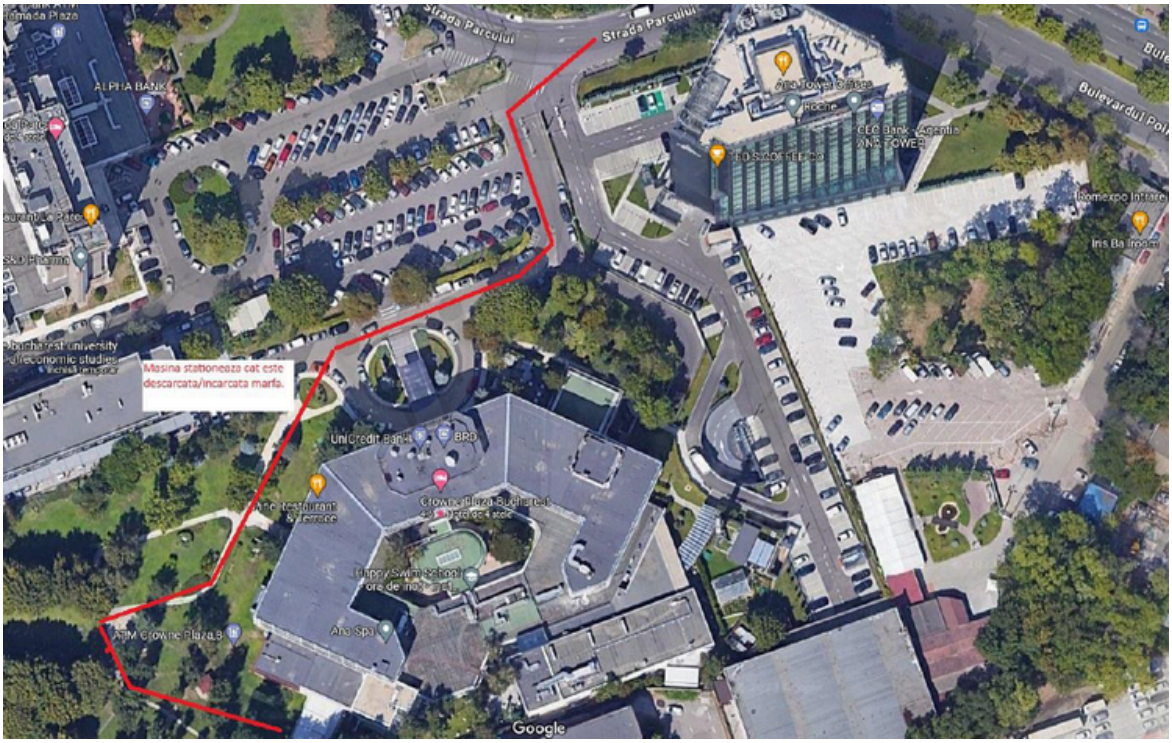
Delivery and collection of equipment are NOT permitted via the hotel reception.

For loading and unloading of goods, please refer to the maps on the following page.

For Primavera Hall (Exhibition Area)



For Transilvania and Magnolia meeting rooms (Hands-on Workshop session)



Please refer to the labels template for shipment instructions.
Note that all shipments must be scheduled for delivery at the earliest on Tuesday 13 October.

We kindly request that you inform us of any shipments being sent, indicating the dimensions, number of packages, contents, and the booth to which they should be delivered.

Shipment label:

Shipment package label:
EXHIBITION

CROWNE PLAZA BUCHAREST

TO	Hotel Contact person & department:	**Conference Center:** • Primavera Hall (Exhibition Area): **+40 720 200 552** • Transilvania and Magnolia meeting rooms (Hands-on Workshop session): **+40 720 200 551**
TO	Event name and event actual date:	EFC European Congress 2026, 14-17 October 2026
TO	Sponsor name & Booth number:	
TO	Receiver on site - name and phone nr.:	
TO	Hotel name:	Crowne Plaza Bucharest, Romania
TO	Street address, city & poste code:	Bulevardul Poligrafiei 1, 013704 Bucharest,Romania
TO	Country:	Romania
FROM	Package number / Amount of packages:	
FROM	Content of package:	
FROM	Sender name & contact details:	
FROM	Sender address:	

Please print out this label and attach to each package with correct package nr.

Information on procedure:

Shipping packages will not be accepted by the hotel if any of the following information is missing:

- Full shipping delivery address information on each package, as listed on label.
- Total number of packages. Each package should be labelled as follows: 1 of 2, 2 of 2 (1/2, 2/2).
- Full sender information on each package including a phone number.
- Contents of the package

Shipment tracking:

To facilitate shipment tracking after dispatch, please retain the tracking number provided by your courier. To check the delivery status of your shipment, please refer to your courier or use its online tracking service. Most international courier companies offer online shipment tracking.

Storage during the event

A designated shared room (Moldova) will be available for all exhibitors to store empty boxes throughout the event and until the dismantling process on the afternoon of 17 October.

As storage space is limited, we kindly ask exhibitors to inform us in advance of any materials they intend to store, including the approximate size and quantity. This will help us coordinate with the hotel and manage the available space efficiently.

We also ask exhibitors to avoid clutter and maintain cleanliness within the storage area. Let us ensure mutual respect by keeping the shared space tidy and organised.

Thank you for your cooperation.

10. EFC XI Congress Promotion

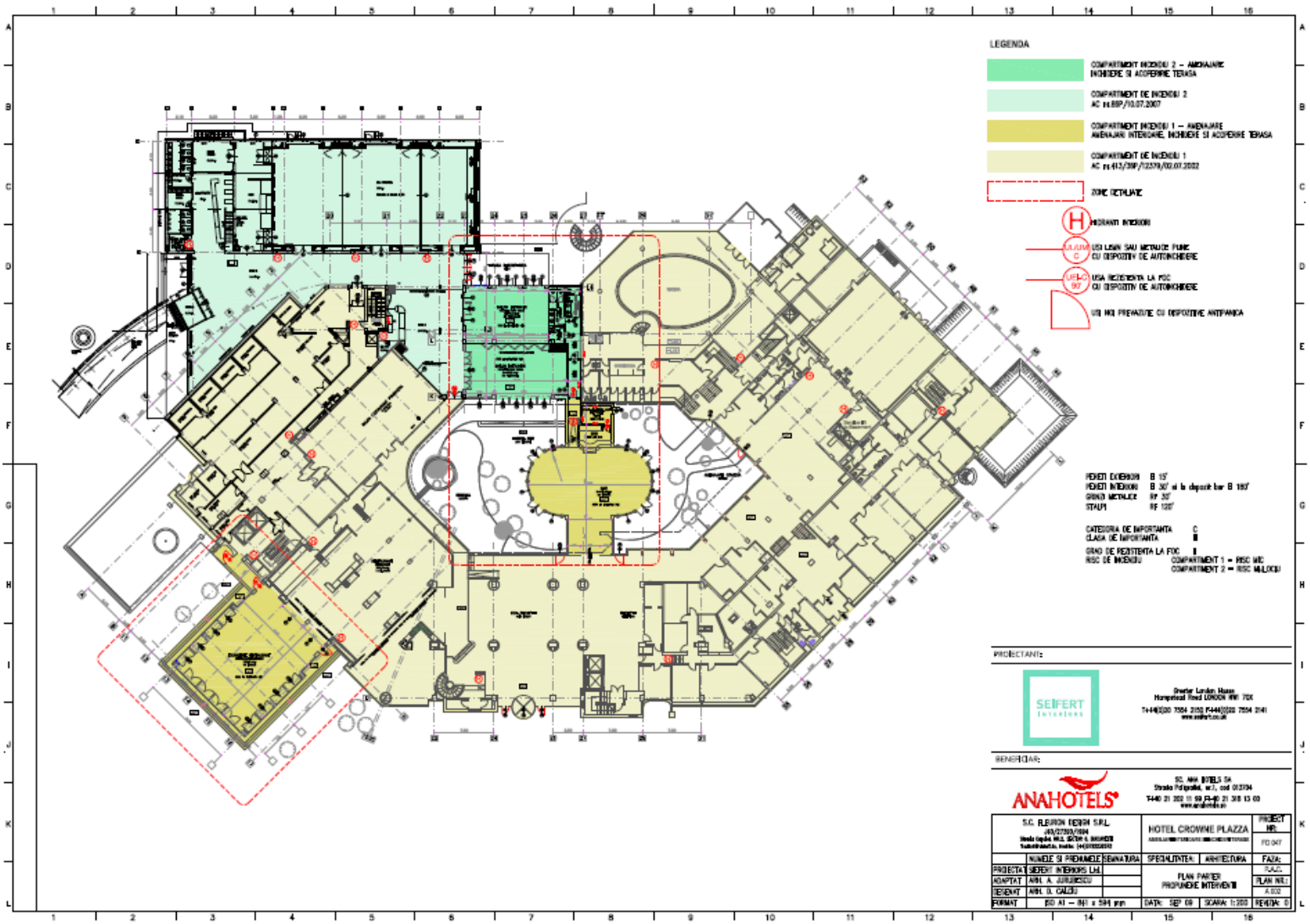
Feel free to utilize the provided ready-made branding materials to promote the EFC congress across your usual communication channels, including newsletters, social media platforms, email signatures, and more.

These materials are designed to enhance visibility and effectively communicate the essence of the Congress.

We encourage you to integrate them into your promotional activities.

- Promotional congress - Visual Horizontal (ideal for website and social media)
- Promotional congress - Visual Vertical (ideal for website and social media)
- Promotional congress - A5 Flyer
- Promotional congress - Promotional slide
- Promotional congress - A3 Poster
- Promotional congress - Banner 1140 x 238 (ideal for signature)
- Promotional congress - Banner 686 x 100 (ideal for signature)
- Promotional congress - Logo EFC XI European Congress (ideal for website and social media)

11. Evacuation Plan



12. Contact points

Contact point before the event: efc.congress@thetriumph.com

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ORGANIZING SECRETARIAT

.Triumph BENELUX