

EXHIBITOR'S TECHNICAL GUIDE

57TH ANNUAL MEETING of the French Society for Immunology



JOINT CONFERENCE
of the
**FRENCH & PORTUGUESE SOCIETIES
FOR IMMUNOLOGY**

Centre de Congrès Pierre Baudis **TOULOUSE** FRANCE

**4>6
NOVEMBER
2026**

SAVE the date!

www.alphavisa.com/sfi-spi/2026



Alpha Visa Congrès / SFI-SPI 2026

624 rue des Grèzes
34070 Montpellier
France

Tel: +33 4 67 03 03 00

sfi-spi-spr@alphavisa.com

[www.alphavisa.com/
sfi-spi/2026](http://www.alphavisa.com/sfi-spi/2026)

**Toulouse Convention
Center 'Pierre Baudis'
France**



**CENTRE DE CONGRÈS
PIERRE BAUDIS
TOULOUSE**



EXHIBITOR'S TECHNICAL GUIDE

57th Annual Meeting of the French Society for Immunology and 1st Joint Annual Meeting of the SFI and the Portuguese Society for Immunology (SPI)

From November 4th to 6th, 2026 - Toulouse Convention Center 'Pierre Baudis'

This guide shall help you organize your participation in the exhibition under the best conditions.

It gathers all the necessary information for organizing your deliveries, access to the conference and exhibition venue, and the various contacts required for setting up your booth.

- Don't hesitate to contact us if you have any questions, at: sfi-spi-spr@alphavisa.com
- You can find below the link to the provisional exhibition plan regularly updated:
www.alphavisa.com/sfi-spi/2026/documents/SFI-SPI-2026_Exhibition-plan.pdf

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GENERAL INFORMATION

CONTACTS

General organization:

Alpha Visa Congrès / SFI-SPI 2026 - Alessandra Guy

sfi-spi-spr@alphavisa.com

Tel: +33 (0)4 67 03 03 00

Storage area for equipped booth- Carpet supply - Internet connection - Parking package - Booth signage - Furniture rental - Catering:

Toulouse Congrès - Florence Chatellier

fchatellier@toulousecongres.com

Tel: +33 (0)6 37 93 90 67

SCHEDULE

	Setup	Opening hours	Dismantling
Tuesday 03/11/26	14:00 - 18:00*		
Wednesday 04/11/26	07:15 - 08:00	08:00 - 19:15	
Thursday 05/11/26		08:30 - 19:30	
Friday 06/11/26		08:30 - 17:00	from 14:15

* Space only stand (unequipped, without carpet), Tuesday 03/11/26 from 08:30.

EXHIBITION VENUE

Centre de Congrès Pierre Baudis

11 esplanade Compans Caffarelli

31000 Toulouse - France

The exhibition will take place in 'Foyer Concorde + Concorde 1+2' (level -1).

- ⚠ Height beneath the ceiling: between 2.30 m and 6 m, depending on your booth location. Please refer to the [temporary exhibition plan](#).
- Floor: blue carpeted.
- Maximum weight allowed: 400 kg/m².
- From the delivery bay, all levels of the Congress Center are served by a goods lift.
- Maximum load capacity of the goods lift: 5.3 t.
- Volume: 13.30 m³ - Height: 2.80 m - Width: 2.90 m - Length: 6 m.

BOOTH SETUP / FITTING

BOOTH DESCRIPTION

Non equipped booth:

Non equipped booth are delivered without walls, without equipment, without power supply or furniture.

A power supply can be installed on request (additional services available on the Exhibitor Publication Form & Certificate of Liability Insurance PDF form).

Equipped booth:

- walls: 2.50 m high, color sycamore,
- structure: aluminium grey,
- sign: an A3 black and white, with the name of your company,
- 1 power supply of 1.5 kWh,
- 1 LED array for 6 or 9 m² booths (40 Watts).

No furniture is supplied with the equipped or non-equipped booth.

Basic furniture (one table and two chairs) can be ordered with Alpha Visa Congrès, as well as additional services using the Exhibitor Publication Form & Certificate of Liability Insurance PDF form sent by email.

BOOTH LAYOUT AND FURNITURE

Orders:

Storage area for equipped booth- Carpet supply - Internet connection - Parking package - Booth signage - Furniture rental - Catering:

You can order directly from the service provider 'Toulouse Congrès' before **Wednesday, October 14th, 2026**. Please specify that your request concerns 'SFI-SPI 2026'.

- Product brochure (online): [click here](#).
- Order form: [click here](#).

We kindly ask you to place your furniture order at your earliest convenience. Availability is subject to stock at the time of purchase.

EXHIBITOR REGISTRATION

ONLINE REGISTRATION LINK / HOTEL LIST AND LOCATION MAP

Your free exhibitor registrations, additional badges, hotel, and catering reservations can be made online. These registrations are for your team members present at the booth.

Your booth reservation includes: 1 free registration (for you and/or your colleagues) for a 6 to 17 sqm booth, 2 free registrations for a 18 to 26 sqm booth, then one additional free registration per additional 9 sqm unit.

For multiple registrations, **please register one person at a time.**

- Online registration form: www.alphavisa.com/sfi-spi/2026/en/registration-exhibitor.php
- Hotels: www.alphavisa.com/sfi-spi/2026/documents/SFI-SPI-2026_Hotels-location.pdf

COMMUNICATION

EXHIBITOR LIST

To appear in the exhibitor list of the congress abstract book, you must carefully fill in the information in the Exhibitor Publication Form & Certificate of Liability Insurance PDF form.

INVITATION TO THE EXHIBITION

Commercial invitations:

You can invite clients or potential clients to the congress exhibition. Your visitors will receive a badge granting access only to the congress exhibition area. **They will not have access to conferences.**

To allow us to send the invitations to each person, **please email us the contact details** (first name, last name, and email) of the guest you wish to register and their intended day(s) of attendance.

Visitor Badge: € 36 excl. VAT for each day (including lunch). It is possible to register for the congress dinner on Thursday, November 5th, at € 80 excl. VAT.

Any additional requirements (accommodation or others) must be sent to us by email at: sfi-spi-spr@alphavisa.com.

SPONSORSHIP

It is still possible to sponsor the congress. If you wish to become a sponsor, please download and complete the [Sponsorship opportunities form](#), then send it back to us.

SAFETY REGULATIONS

SAFETY CONSTRAINTS CENTRE DE CONGRÈS PIERRE BAUDIS

Safety officer:

Jean-Luc DELLAC

15 rue de la Ferratière - 31470 Fonsorbes - France

Tel: +33 (0)6 32 64 26 76 - jvqt31@gmail.com

Please kindly read the safety regulations provided in the link below:

www.alphavisa.com/sfi-spi/2026/documents/TC_safety-regulations_SFI-SPI-2026.pdf

You will be asked to confirm that you have read and accepted these regulations in the Exhibitor Publication Form & Certificate of Liability Insurance PDF form sent by email.

You will also be required to confirm that your company holds public liability insurance.

EXHIBITION SETUP

PACKAGES DELIVERY

Shipping address

Centre de Congrès Pierre Baudis

Alpha Visa Congrès / SFI-SPI 2026 / 4-6 November 2026

Booth number:

11 esplanade Compans Caffarelli

31000 Toulouse - France

Thank you for using this [parcel label](#). The following information must be clearly written on each package: company name, address, booth number, contact person's name and mobile phone number.

Delivery information:

Deliveries will be accepted from Tuesday, November 3rd, 2026 and must be done through the delivery access via the Q-Park Compans Caffarelli car park: Boulevard Lascrosses - 31000 Toulouse.

Opening hours: 08:00 - 17:00.

On-site logistics contact - Site management department: Tel: +33 (0)6 33 33 99 97.

Any delivery made in the absence of the exhibitor is done at their full responsibility.

Pre- and post-conference storage solutions:

IMPORTANT: The 'Centre des Congrès Pierre Baudis' does not handle the delivery of exhibitors' parcels outside the delivery window specified on the day before set-up (D-1), unless a dedicated handling service has been arranged for the receipt of parcels on D-2.

Outside this window, your parcels may be collected, transported and returned via **Clamageran**.

EXHIBITION SETUP continued

Services offered by Clamageran:

- Receipt and storage of parcels.
- Unloading, delivery to stands and collection of parcels.
- Removal of empty packaging from parcels.

For more information on the services offered, please contact our partner:

Clamageran: Ms Paola Burlando

Tel: +33 (0)6 20 83 77 98 - french-riviera@clamageran.fr - www.clamageran-expositions.fr/

DELIVERY ACCESS

All deliveries and unloading must take place in the delivery area of the Centre de Congrès Pierre-Baudis (see access map page 8) for all vehicles not exceeding the following dimensions and weights: Height: 3.60 m. Length: 8 m. Weight: 13 t.

ATTENTION: Please contact our team in advance to schedule any deliveries by articulated truck (semi-trailer). **On-site Logistics Contact - Site Operations:** +33 (0)6 33 33 99 97.

The delivery area is flat, with no platform. All trucks must be equipped with a tailgate and a pallet truck (or a forklift).

From the delivery area, all levels of the Congress Centre are accessible via a **goods lift for heavy loads** or via the passenger lifts for smaller deliveries.

- Maximum load capacity of the goods lift: 5.3 t.
- Volume: 13.30 m³ - Height: 2.80 m - Width: 2.90 m - Length: 6 m.

You have a 30-minute parking period at the delivery dock. After 30 minutes, parking is charged according to the applicable parking fees.

Current price list on the Q-Park Delivery Area : 30mn: free - 1h: € 3.20 - 2h: € 8.00 - 3h: € 14.00 - 4h: € 22.00 - 5h: € 30,00 - 7h > 24h: € 46.00.

Due to the limited capacity of the delivery area, **please vacate this area as soon as loading or unloading has been completed.**

Vehicles may be parked in the public car park, subject to the vehicle's dimensions (maximum vehicle height: 1.80 m).

We kindly invite you to place the following **label on your vehicle windscreen** for easier access to the unloading dock:

www.alphavisa.com/sfi-spi/2026/documents/SFI-SPI-2026_Label-windscreen.pdf

It is up to each exhibitor to provide the equipment and staff needed to transport boxes and packages and to take all the necessary measures for the removal and shipment of their equipment. The exhibitor is responsible for any delivery or shipment carried out in their absence.

EXHIBITION SETUP continued

STORAGE OF EMPTY PACKAGES

A storage area is available during setup, dismantling and throughout the congress. Empty boxes must be immediately taken out of the exhibition area and placed in the storage area. For safety reasons, storage of empty packages is prohibited on the booth and in the exhibition and delivery areas. It is forbidden to clutter the booth and common areas with packaging that could be a source of fire in the event of an emergency.

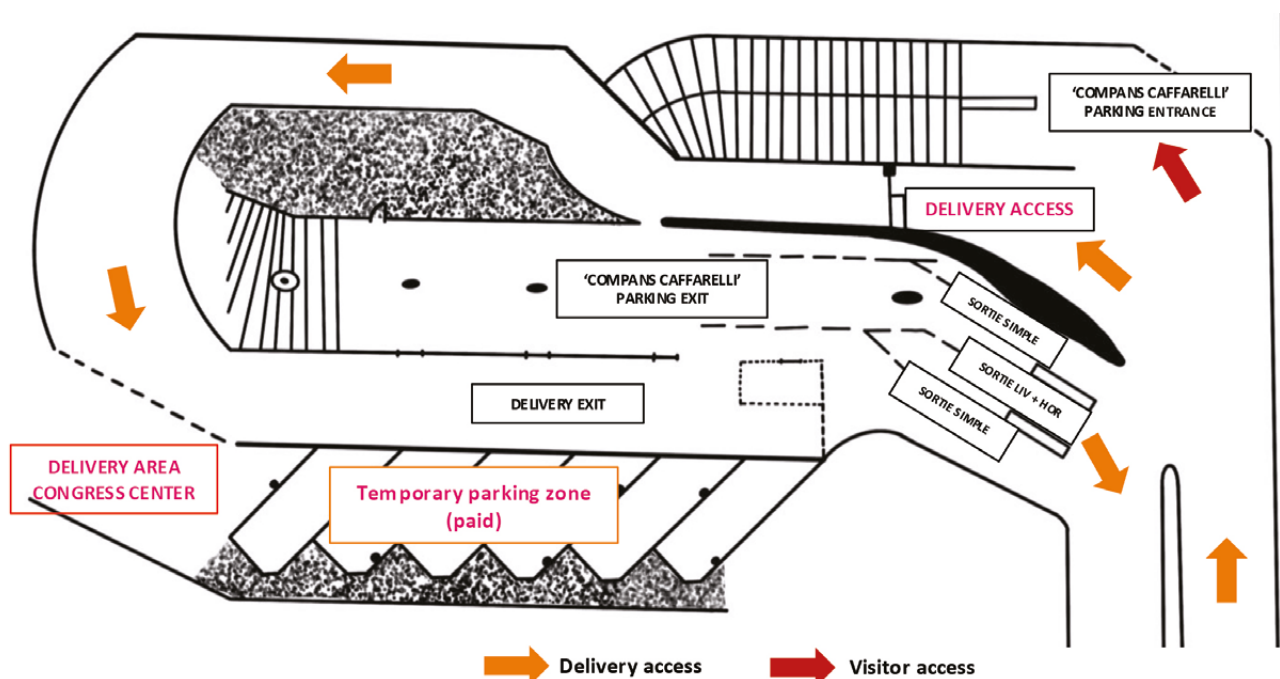
ACCESS MAP

Access map to 'Centre de Congrès Pierre Baudis': [Access map - Google maps](#)

DELIVERY ACCESS MAP

Safety instructions:

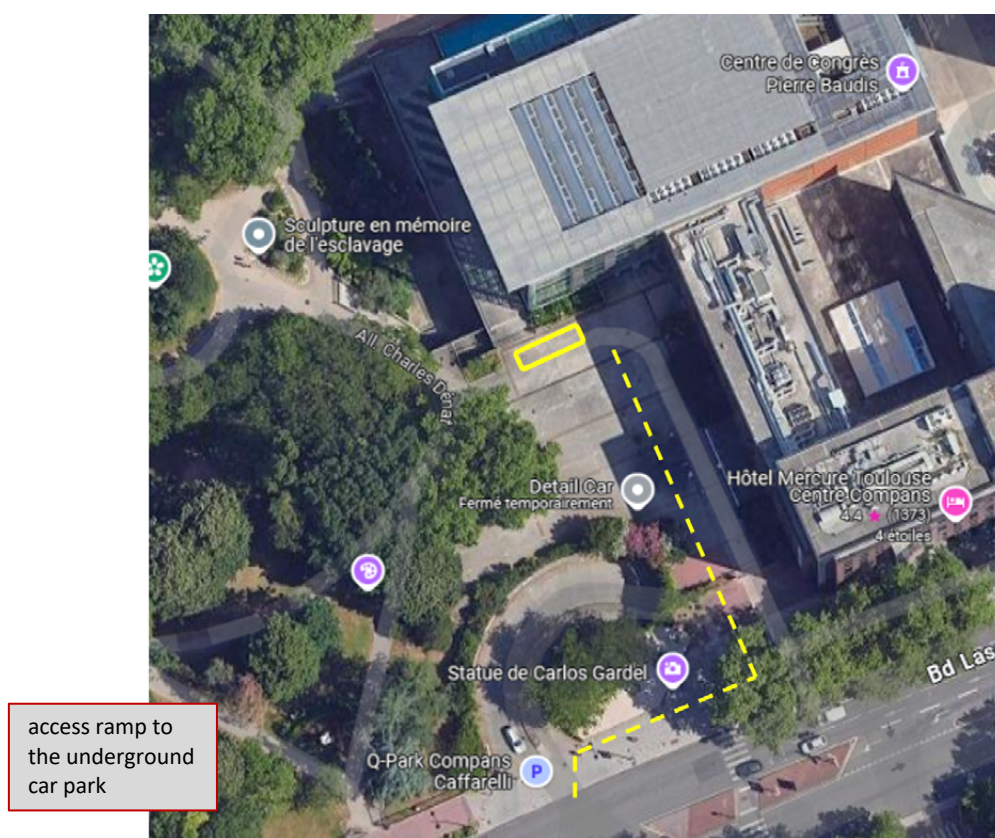
It is compulsory to wear PPE (Personal Protective Equipment) - safety shoes at least - throughout the exhibition set-up and dismantling period. You will be refused access to the exhibition site if you fail to comply with these regulations.



If the vehicle exceeds the maximum dimensions permitted for access to the delivery area (Height: 3.60 m – Length: 8.00 m – Vehicle Weight: 13 tonnes), the following procedures shall apply:

- **The transporter must contact the PC Sécurité of the 'Centre des Congrès Pierre Baudis' to open access via the following number: +33(0)5 62 30 40 34.**
- Double-parking is strictly prohibited along Boulevard Lascrosses.
- Access for unloading is via the forecourt of the Jardin Compans Caffarelli on the Hôtel Mercure side (see access plan [page 9](#)).

EXHIBITION SETUP continued



- Loading and unloading must be carried out using a tailgate and a pallet truck.
- Exhibitors are responsible for unloading their trucks on move-in day and transporting their materials to their stands. The same applies to move-out and dismantling operations.
- Once unloaded, vehicles may park in the adjacent streets or at the **'Centre Routier de Toulouse' located at: 1, Avenue de Fondeyre** (Metro Line B access for return to the venue).

PARKING

The QPark Compans Caffarelli parking lot is located in the immediate vicinity of the 'Centre de Congrès Pierre Baudis'.

Parking permits are available to order (please refer to the order form included in the Exhibitor Publication Form and Certificate of liability insurance). **These permits are valid for the public car park only and do not apply to the delivery area** (see rates on [page 7](#)).

- Order form (page 2): [click here](#).

Ordered parking permits must be collected, along with your exhibitor badge, at the Welcome desk. They will allow you unlimited access during the period covered by the pass (passes are available at decreasing rates depending on duration).

In the event of exceeding the validity period, you will be required to pay the additional charges directly at the car park exit (credit card payment at the barrier).

Further information about the Q-Park car park is available on the following website:

www.q-park.fr/en-gb/cities/toulouse/compans-caffarelli/

EXHIBITION DISMANTLING

PACKAGE COLLECTION

We remind you that booth dismantling is not allowed before the exhibition closes, i.e. on Friday, November 6th from 14:15.

Equipment recovery and reconditioning of the booth area must be completed at the exhibitor's expense during the dismantling period, between 14:15 and 19:00 at the latest on Friday, November 6th.

Exhibitors are responsible for taking all necessary measures regarding the removal and shipping of their equipment.

It is mandatory to clearly mention the exhibitor's name, address, phone number, company name, and booth number.

Any reshipment made in the absence of the exhibitor is done at their full responsibility.

Packages must be properly packed, sealed, and clearly labeled with an address.

IMPORTANT: No storage will be available after the congress. Please contact Clamageran (see [page 7](#)).

IMPORTANT: All packages (parcels, boxes, brochures, etc.) left on the booth after the exhibitor's departure will be disposed of by the cleaning services.

In the absence of the exhibitor upon the courier's arrival, the 'Centre de Congrès Pierre Baudis' declines all responsibility for any package damage, loss, or theft.