



Important information for Exhibitors and stand construction companies – Road Conference 2026

Additional organizational and operational information will be continuously updated prior to the event.

1. IMPORTANT DATES

Standard stand construction

Sunday, October 18, 2026 | 08:00 - 20:00 – Stand construction

Monday, October 19, 2026 | 08:00 - 20:00 – Stand construction

(Exhibitors whose stands are provided by THEMA: EXHIBITIONS s.r.o. may take over their stands between 13:00 and 19:00. We recommend arriving as early as possible to ensure a smooth handover.)

Early construction (subject to approval)

Stands over 100 m²: Saturday, October 17, 2026 | 12:00 - 20:00

Stands over 50 m²: Saturday, October 17, 2026 | 16:00 - 20:00

Stands up to 50 m²: standard construction schedule applies

Requests for early construction must be sent to:

Andrea Bartošová - andrea@thema-exhibitions.com

(no later than September 9, 2026)

Please include:

- ***Company name***
- ***Stand number***
- ***Scope of construction and reason for request***
- ***On-site contact person***

The Organizer reserves the right to prioritize stands that objectively require a longer construction period.

Exhibition opening hours

Tuesday, October 20, 2026 | 08:00 - 19:00

(From 19:30, the social evening event begins; however, the exhibition area will remain open simultaneously until 01:00.)

Wednesday, October 21, 2026 | 08:00 - 14:00

Stand dismantling

Wednesday, October 21, 2026 | 15:30 - 20:00

Thursday, October 22, 2026 | 08:00 - 20:00

2. VENUE

Prague Congress Centre

5. května 1640/65
140 21 Prague 4 - Nusle
Czech Republic

3. INSTALLATION AND DISMANTLING OF EXHIBITION STANDS

3.1 Exhibition Stand Installation and Dismantling Regulations

The accompanying exhibition of the Road Conference will take place inside the Prague Congress Centre, on the 1st to 3rd floors, including selected foyers and adjoining outdoor areas designated by the Organizer.

Access to the exhibition premises during installation and dismantling is permitted without registration during designated times only. Outside these times, the area is closed and secured.

All exhibition stands are subject to approval by the Organizer. **Approval is coordinated by Andrea Bartošová (andrea@thema-exhibitions.com). Exhibitors are required to submit a complete dimensioned stand design for approval no later than September 9, 2026.**

The ceiling height at the Prague Congress Centre ranges approximately from 2.80 m to 11 m; therefore, the maximum permitted stand height may vary depending on the stand location.

If the stand exceeds 2.5 m in height, the rear side of the stand must be covered with white material to ensure a uniform and aesthetic appearance toward neighboring stands.

The base dimensions of foyer columns are 45 × 45 cm. Floors are covered with marble; therefore, carpets or other protective materials are recommended to prevent damage.

Maximum floor load capacity: 400 kg/m².

Suspension of logos and banners from ceilings must always be approved by the Organizer. Attaching any objects to air-conditioning outlets is strictly prohibited.

For safety reasons, storage of any materials behind stands is not permitted.

All unused printed materials, brochures, and waste must be removed after the event. Any remaining waste will be charged to the Exhibitor.

The following provisions must be observed:

- Columns may only be covered if no damage occurs.
- Fire safety equipment and air-conditioning sensors must remain uncovered.
- For atypical stands (e.g. higher than 2.8 m, two-storey stands, etc.), technical documentation including structural calculations must be submitted in advance.
- For constructions above 2.8 m, certification for working at heights may be required.
- Only carts with rubber wheels may be used inside the building.
- Drilling, screwing, or nailing into the building structure is prohibited.
- Any work involving flammable waste requires approval from PCC fire safety technicians.

- Hanging heavy structures from walls, ceilings, or columns is prohibited without approval.
- Advertising elements may only be installed in a way that prevents surface damage.
- Any structural modifications to the premises require PCC approval.

Raised floor stands:

Raised floors above 50 cm require technical certification. Glass elements must be safety-treated (laminated, minimum thickness 5 mm). Floor edges must be safe and barrier-free access ramps are recommended.

3.2 Loading and Unloading During Installation and Dismantling

Loading and unloading operations will be coordinated. Entry to the loading zone is permitted upon payment of a refundable deposit.

- Vehicles up to 3.5 t - deposit CZK 1,000 or EUR 50 for 1 hour
- Vehicles over 3.5 t - deposit CZK 2,000 or EUR 100 for 2 hours

The deposit will be refunded if loading/unloading is completed within the specified time limit.

Parking fee for each additional commenced hour: CZK 500.

We recommend that all Exhibitors and stand construction companies coordinate loading and unloading through DSV Contract Logistics s.r.o.

All persons moving within loading routes are required to wear reflective safety vests.

Freight elevator and technical specifications:

Only freight elevator "K" is available at the Prague Congress Centre. The freight elevator is operated exclusively by authorized PCC staff and exhibitors are not permitted to operate it independently.

Access route dimensions:

Width: 220 cm

Height: 225 cm

Elevator K dimensions:

Depth: 5.00 m

Width: 2.40 m

Height: 2.50 m

Maximum load capacity: 5,000 kg



Loading route limits:

Direct unloading at elevator “K” is possible only for vehicles meeting the following limits:

- Height: max. 3.30 m
- Width: max. 3.50 m
- Length: max. 10 m
- Total weight incl. cargo: max. 10 t

Vehicles exceeding these limits must unload outside the loading zone.

Official Freight Forwarder

DSV Contract Logistics s.r.o. is the official freight forwarding company for exhibitions and congresses at the Prague Congress Centre.

The company provides complete logistics services, including pick-up and delivery of shipments from any location, on-site handling, transport to the requested exhibition area, and storage of materials and packaging.

Main contact person for the Czech Republic:

Robin Veselý
 robin.vesely@dsv.com
 +420 739 340 694

4. TRANSPORT AND PARKING

Parking for participants of the Road Conference is available only in the underground garages of the Prague Congress Centre with a capacity of 70 parking spaces.

The main access to the parking area is from 5. května Street, near the PCC entrance by Vyšehrad metro station.

Approximate parking fees:

- CZK 50 / hour
- CZK 550 / 24 hours
- Each additional hour after 24 h: approx. CZK 20 / hour

Recommended truck parking:

PVA EXPO Letňany - Beranových 111, Prague 9 – Letňany

[LINK](#)

Public transport:

- 🚇 Metro line C - Vyšehrad station
- 🚊 Tram stops: Pražského povstání or Vyšehrad

5. ADDITIONAL INFORMATION FOR EXHIBITORS

5.1 Electrical connections

Electricity supply in the exhibition area will be switched off overnight, except for 24-hour circuits intended for refrigerators.

5.2 Water connection and dishwashing service

Water supply and drainage must be consulted individually with the Organizer. If water supply cannot be provided, a dishwashing service may be ordered.

5.3 General and daily cleaning

Cleaning is provided after stand construction and after each exhibition day if ordered via the order form.

5.4 Security and supervision

General security of the exhibition area outside opening hours is provided by the Organizer. Individual stand security is not included.

5.5 Storage of empty packaging

No waste or empty packaging may be stored in aisles or behind stands.

5.6 Insurance

Insurance of exhibits, goods, and packaging must be arranged by the Exhibitor.

6. HEALTH, SAFETY AND FIRE PROTECTION

All participants are required to comply with applicable Czech legislation concerning fire protection, occupational health and safety, hygiene, and environmental protection, as well as PCC operational regulations.

Smoking and handling of open flames are prohibited throughout the Prague Congress Centre except in designated smoking areas.

Emergency exits, electrical cabinets, hydrants, fire extinguishers, and technical equipment must remain accessible at all times.

If an exhibition stand is located near glass surfaces or building structures, a minimum clearance of 150 cm must be maintained. No combustible materials may be placed or stored within this area.

Upon request, the Exhibitor must provide documentation confirming the fire-resistance and technical fire-safety properties of all materials, structures, and exhibits used. All materials must comply with applicable safety and fire regulations.

Any welding, grinding, cutting, or work involving open flames is subject to prior approval by a qualified PCC specialist responsible for Fire Protection (FP) and Occupational Health and Safety (OHS).

Vehicles powered by LPG/CNG or other compressed gases are not permitted to park in PCC underground garages.

The Exhibitor is responsible for ensuring that all persons involved in the construction and operation of the exhibition stand are familiar with and comply with occupational health and safety (OHS) and fire protection (FP) regulations. The Exhibitor must also ensure that such persons possess the necessary professional qualifications and medical fitness, maintain cleanliness and order within the rented space, and immediately remove any contamination or waste generated.

Upon completion of the event, all rented areas must be restored to their original condition. The Exhibitor is responsible for keeping records of persons present within the PCC premises and may not, without prior PCC approval, restrict the use of supply routes, loading access roads, or public areas.

7. GDPR

Photographs and recordings will be made during the event and may be published on websites, social media profiles, and promotional materials of the Road Conference and the Czech Road Society.

By completing registration, participants consent to the processing of personal data for marketing purposes.

If you have any questions or require additional information, please contact us at: info@silnicnikonference.eu

8. CONTACTS

Exhibition space reservations

Ing. Michal Sirovátka, m.sirovatka@silnicnispolecnost.cz, +420 724 365 943

Partnership

Ing. Jana Rosenbergerová, jana@thema-exhibitions.com, +420 720 464 281

Registration, catering orders, hostesses

Ing. Zuzana Neckářová, zuzana@thema-exhibitions.com, +420 724 201 432

Technical realization and stand approvals

Andrea Bartošová, andrea@thema-exhibitions.com, +420 602 287 169

Pavla Šimůnková, pavla@thema-exhibitions.com, +420 603 173 560

Jan Trnka, jenda@thema-exhibitions.com, +420 739 003 151

Freight forwarding services

Robin Veselý, robin.vesely@dsv.com, +420 739 340 694