



TECHNICAL EXHIBITION MANUAL FOR EBJIS-MSIS 2026 SPONSORS & EXHIBITORS

The Joint EBJIS-MSIS 2026 Conference

44th Annual Meeting of the European Bone & Joint Infection Society
– in cooperation with MSIS - The MusculoSkeletal Infection Society



17-19 September 2026 · Porto · Portugal

www.ebjis.org

EBJIS
MSIS
2026

GENERAL INFORMATION.....	3
ORGANISATIONS	3
CONFERENCE ORGANISER.....	3
DATES	3
OFFICIAL LANGUAGE.....	3
CONFERENCE VENUE	3
ADDRESS.....	3
GETTING THERE	4
PARKING.....	4
ENTRANCE FOR UNLOADING & LOADING STAND MATERIALS.....	4
EXHIBITION.....	4
PLAN YOUR EXHIBITION	4
STAND EQUIPMENT	5
ELECTRICITY.....	5
WI-FI.....	5
ADDITIONAL OPENING HOURS	5
AV.....	5
CATERING	5
CLEANING	6
DELIVERIES & SHIPPING	6
GENERAL SHIPPING INSTRUCTIONS.....	6
INDUSTRY SYMPOSIA	6
SYMPOSIUM SPEAKERS.....	6
BRANDING.....	7
PROMOTIONAL MATERIAL	7
LEAD RETRIEVAL.....	7
CONFERENCE APP	7
APP CONTENT AND ADVERTS.....	7
EVENT SCHEDULE.....	7
SOCIAL EVENTS	8
SPONSOR & EXHIBITOR REGISTRATION.....	8
ADDITIONAL REGISTRATION BADGES.....	8
ACCOMMODATION	9
OVERVIEW OF DEADLINES	9

GENERAL INFORMATION

Organisations

European Bone and Joint Infection Society (EBJIS)

www.ebjis.org

Musculoskeletal Infection Society (MSIS)

<https://www.msis-na.org/>

Conference web: <https://ebjis.org/ebjis-msis2026/>

Conference Organiser

CAP Partner, www.cap-partner.eu

Nordre Fasanvej 113, 2000 Frederiksberg, Denmark

Tel.: +45 7020 0305

Email: ebjisconference@cap-partner.eu

Sponsorship & Exhibition Manager: Rikke Hellung rh@cap-partner.eu

Registration Manager: Line Wincés Nielsen lwn@cap-partner.eu

Conference Manager: Lene Winther Hagelskjær lwh@cap-partner.eu

Dates

The conference dates are from Thursday 17 September to Saturday 19 September.

The EBJIS-MSIS pre-course on PJI is held at the venue on Wednesday 16 September (separate ticket).

The exhibition build-up is Wednesday, 16 September.

Official language

The official conference language is English.

CONFERENCE VENUE

Address

Alfândega Porto Congress Centre – CCAP (short)

Rua Nova Da Alfândega

Edifício Da Alfândega

4050-430 Porto

Find more information about the venue here:

<https://www.ccalfandegaporto.com/en/>

You can find an overview of the venue, giving a good impression of the rooms here:

<https://www.ccalfandegaporto.com/en/spaces/>



Getting there

The venue has easy access to the airport and public transportation such as bus, metro and train.

Distance from the city centre: 3 km.

From airport: 17 km.

See map and directions here: <https://ebjis.org/ebjis-msis2026/general-information/>

Parking

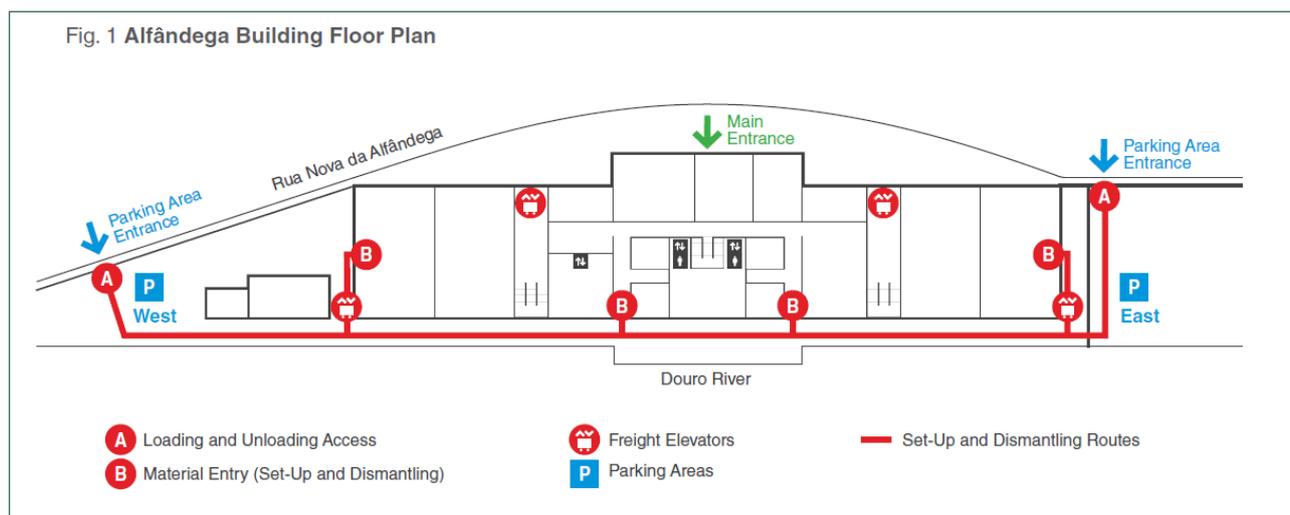
Parking spaces have been reserved for conference participants by the congress centre.

Entrance for unloading & loading stand materials

During the build-up and dismantling periods, you must follow the instructions below:

Lift: 2.5 x 2 m

- All unloading should take place via the **east parking area**. Materials should be unloaded through the **Noble Hall**.
- Vehicles (trucks/cars) should park on the **quay/dock, directly in front of the Noble Hall (Nobre)**, and the **East large service freight elevator (monta-cargas)** should be used to access the **2nd floor**. Please see the floorplan below for easier reference.



EXHIBITION

Plan your exhibition

We have gathered all relevant information on the webpage in the ['Plan your exhibition'](#) section.

Here you will find event details and information about the venue, webshop (TBC), registration, storage, shipment and deliverables, symposium information, stand design, etc.

- Operating heights: Maximum building height of the stands is 2.5 meters for all stands.
- The EBJIS-MSIS Organiser or the venue will not be held responsible for any theft, loss, or damage that may occur.
- It is strictly forbidden to use adhesives, nails, plugs, rivets, screws, or any other fastening systems that may cause direct or indirect damage to the floor. When fixing materials is necessary, adhesive tape should be used, and masking tape must be applied beforehand on the surface.

- It is also forbidden to attach any items to walls, ceilings, beams, or access areas using systems that may damage the surfaces (such as nails, plugs, rivets, screws, glues, adhesive tapes, etc.). The placement and method of securing such items must be agreed upon in advance with CCAP.
- The use of paint or similar products on walls, ceilings, floors, or other building structures is strictly prohibited, unless expressly authorized by CCAP.
- The use of flammable and/or toxic materials in the construction of stands is prohibited.
- In spaces with wooden floors, stands and other structures must be installed over carpeting thick enough to prevent damage to the floor.
- The installation of infrastructures such as trusses, lighting systems, projection systems, sound systems, and others must be submitted to and approved by the CCAP.
- Coffee machines, ice cream storage units, popcorn machines, beverage coolers, or similar equipment may only be placed in the building with CCAP's express authorization and must be installed in a way that does not damage the floor or walls. Specifically, such equipment must be placed on appropriate insulating material (e.g. carpet with plastic backing) of a significantly larger size than the equipment itself.
- Facilities must be returned to CCAP in the same condition in which they were provided.

Stand equipment

More information will be provided in due course.

Electricity

Each booth includes one 16A power outlet.

Any special requirements, such as additional power capacity or number of outlets, must be communicated to the Conference Organiser at least one month in advance to assess feasibility.

Wi-Fi

Wi-Fi is **free of charge**.

Additional opening hours

All infrastructure assembly and dismantling operations necessary for events must take place within the time frame listed in the event schedule (see below). If requested, additional time for preparing your stand can be purchased as a separate agreement.

AV

An external supplier can provide a selection of AV add-ons. More information will be available online in the "*plan your exhibition*" section.

Catering

If you have any requirement regarding catering at the booth, please contact the catering company directly. This way they can help you with your exact wishes and requirements.

Silva Carvalho Catering:

- Contact: Teresa Costa Lobo
- E-mail: comercial@sccatering.pt
- General phone number: +351 707 503 305

Cleaning

General cleaning of the venue and aisles is included. If you require additional booth cleaning, please let us know, as this is handled by a separate company.

DELIVERIES & SHIPPING

Please note that materials must only be delivered on the **build-up day** and must be shipped out on the **dismantling day**.

There is no storage at the venue so you must take care of the excess boxes and material yourself during the conference days.

To help with shipment, delivery, and storage, we are collaborating with DSV, who has been appointed as the official freight and on-site handling contractor for EBJIS-MSIS 2026 in Porto.

DSV offers:

- Delivery of materials directly at the stand on-site on build-up day
- Collection and storage of empty packaging material
- Return shipment of goods after the conference
- Custom clearance

Shipping instructions, tariffs, and labels for stand material and bag inserts can be found and downloaded under “Plan Your Exhibition”, once received from the supplier, DSV.

General shipping instructions

Further instructions:

- Please add the name of the conference, date, exhibitor’s name, and booth number on all stand material.
- The venue cannot provide boxes, tape, or plastic to wrap. All exhibitors must bring this themselves.
- All the paperwork must be done by the owner of the items.
- Neither the venue nor the conference organiser is responsible for the loss of any item.

The deadline for delivery of materials is [TBA on the conference website](#)

INDUSTRY SYMPOSIA

If you have an industry symposium included in your sponsorship, please send the agenda including the symposium title, speaker names, and presentation titles to rh@cap-partner.eu for approval by the organising committee. After approval, please provide a PDF flyer as an advert for the symposium.

The deadline for sending the agenda for industry symposia is [1 June 2026](#).

Symposium speakers

All the speakers of the symposium must be registered through the online registration system.

Please note that if a company uses a speaker or chair, already invited by the conference for the scientific programme, the company must pay a contribution fee of €300 (ex. VAT) to cover some of the costs of that speaker.

BRANDING

To increase your visibility, venue branding opportunities are available.

Please contact Sponsorship & Exhibition Manager, Rikke Hellung, at rh@cap-partner.eu for more information about the possibilities and costs.

PROMOTIONAL MATERIAL

To help promote EBJIS-MSIS 2026 we encourage you to download our web banner, PowerPoint slide, and brochure for your event calendar and share in your network. Please follow EBJIS and MSIS on social media (mainly on LinkedIn) and help us spread the knowledge of the Joint EBJIS-MSIS Conference.

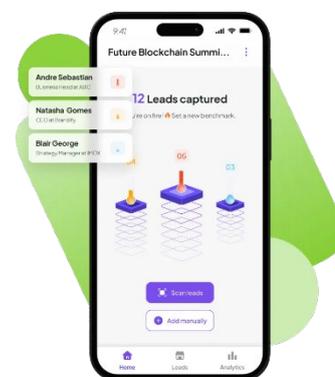
Kindly use #EBJIS and #MSIS.

You can download the materials from this link: <https://ebjis.org/ebjis-msis2026/promotional-materials/>

LEAD RETRIEVAL

You have a number of lead retrieval licenses included in your package. To order the included license, please send the full name and email address of the person who will be using the lead retrieval to Rikke Hellung at rh@cap-partner.eu. The supplier is FieldDrive. They will send guidelines and login details directly to the registered person.

The [Lead Retrieval App](#) works by using a scanning app that is downloaded to your own device (iOS and Android) and works by scanning the QR codes on delegates' badges. The App makes it faster and easier to follow up on potential clients during and after the conference and has several additional functionalities, allowing you, for example, to immediately send material to interested clients. During and after the conference you will receive a lead report.



CONFERENCE APP

The conference will offer an app instead of a printed programme book.

The app will include all information about the conference: programme, abstracts, e-posters, a sponsor and exhibitor directory, floorplan, Q&A, and much more.

App content and adverts

Please find all information regarding sponsor and exhibitor deliveries and adverts for the app in the online document on *“Plan your exhibition”*.

EVENT SCHEDULE

	Date	Time
Build-up exhibition	16 September	07:00-22:00*
Pre-registration is open	16 September	15:00-17:00*
Dismantling	19 September	14:00-19:00*

*Subject to change. All updates will be online.

Social events

Welcome reception

Date: Thursday, 17 September.

Time: 18:35-20:00.

Place: Exhibition area at the conference venue.

The ticket for the reception is included in the registration and will begin immediately after the daily programme concludes.

Conference dinner

Date: Friday, 18 September

Time: 20:00-01:00

Place: Palácio da Bolsa (10 minutes' walk from the conference venue)

Price: 70 EUR

Note: The dinner is not included in the registration fee but can be purchased separately through the online registration. All participants are welcome to attend the conference dinner.

Read more about the social events [online](#).

SPONSOR & EXHIBITOR REGISTRATION

According to the level of your sponsorship or exhibition you have several complimentary exhibitor badges and sponsor delegate badges included. Please contact us if you are unsure how many complimentary registrations are included

Please note:

- Registrations must be made through the online system.
- You will receive a guide together with your code.
- Coffee and lunch breaks are included in all registrations as well as the welcome reception.
- Participants with an exhibitor badge cannot enter the scientific sessions.
- The badge must be visible during the entire conference.
- All badges are personal and cannot be shared.
- **All industry symposium speakers must be registered.**

When registering, please use the company code you received from the registration team.

Link to registration: <https://cappartner.eventsair.com/ebjis-msis-2026/ebjis-reg/Site/Register>

If you have any questions regarding your registration, please contact Registration Manager, Line Wincens Nielsen at lwn@cap-partner.eu.

Additional registration badges

Additional exhibitor badges can be purchased at €300 (incl. VAT) up to the maximum number allowed in your package.

Pricing for full registration badges varies according to the registration period. Please see the schedule below for more information or find a full overview here: <https://ebjis.org/ebjis-msis2026/registration/>

Category	Early bird until and incl. 1 July 2026	Regular fee 2 July – 31 August	Late & onsite fee 1-19 September
Non-member	680 EUR	780 EUR	820 EUR

The deadline for registration of all sponsors and exhibitors is Friday, 14 August 2026

ACCOMMODATION

Codan Consulting has been appointed the official hotel booking agent for EBJIS-MSIS 2026 and will be happy to assist you with hotel reservations or other related arrangements.

Find more information here: <https://ebjis.org/ebjis-msis2026/accommodation/>

For any questions related to accommodation, please contact Codan directly:

Codan Consulting

Provaznická 11

110 00, Prague 1

Czech Republic

Telephone: +420 601 026 251

Email: info@codan-consulting.com

Contact: Jitka Langova

OVERVIEW OF DEADLINES

Agenda for industry symposia	1 June
Ordering exhibition equipment	TBC
Exhibitor and sponsor delegate registration	14 August
Adverts for app	14 August
PowerPoint slide show for onsite breaks	14 August
Ordering licenses for lead retrieval app	4 September
Delivery of stand materials	16 September



*We look forward to welcoming you to
EBJIS-MSIS 2026 in Porto!*