

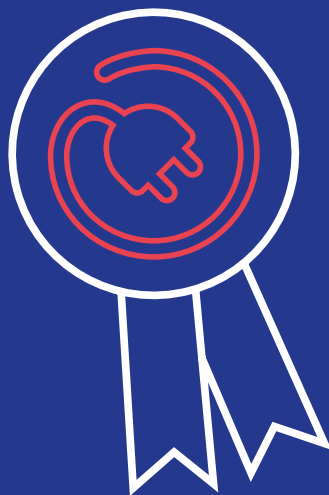
GETTING  
STARTED

# THE BASICS

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# ELECTRICITY

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## THE BASICS : ELECTRICITY

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Once you have selected your stand package, connecting your electrical devices is the next important step in preparing your space.

## 1 CALCULATING YOUR POWER NEEDS

→ **HOW DO YOU KNOW HOW MUCH ELECTRICAL POWER YOUR STAND NEEDS? IT'S SIMPLE :**

1. Make a list of the equipment you will need to plug in: coffee machine, computers, cell phone chargers, mini-fridge, LED display, etc.
2. For each, multiply the device's volts by its amps to obtain the consumption in kW. If you don't have the user manuals, the voltage is usually listed on the back or the bottom of each device. You can also ask the services providers from whom you hired the equipment.
3. Add up the total kW and you're done!



### USEFUL TIP

- What if the electrical box that you ordered (or that your event's organiser supplied) doesn't provide enough power? Our «Increasing your power supply» options let you boost your limited period or 24h/24 electrical power whenever you want.
  - You can also switch your power supply mode from limited period to 24h/24. In this case, you will need to order a change of mode.
  - To avoid any unpleasant surprises, please assess your electricity needs carefully before the event begins
- I have to connect a spot rail, a coffee machine, a computer and an LED screen, so I order a power of 4kW.

## 2 PLUGGING IN YOUR EQUIPMENT

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### → IF YOUR EQUIPMENT REQUIRES ONLY A LIMITED PERIOD POWER SUPPLY?

Then an electrical box is all you need.

- ◆ From 1 kW to 20 kW, you will receive a box fitted with electrical outlets where you can plug in your computers and other devices.
- ◆ For power requirements over 20 kW, an electrical cabinet must be installed.

### → WHICH POWER MODE DO YOU NEED :

#### LIMITED PERIOD OR 24H/24?

Some of your equipment may need to remain plugged in 24/7, while others can be shut off at night.

**We have a range of options designed to meet your requirements.**



#### USEFUL TIP

- If you are using a mini-fridge only to keep bottles cold, then you should opt for intermittent mode. The power supplied to your refrigerator will stop one hour after the event closes for the day, and will start up again one hour before the next day's opening.
- On the other hand, some equipment (servers, payment terminals, etc.) must remain plugged in around the clock. For these, continuous mode is the right choice.

## 3 ELECTRICAL CABINETS

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- ◆ An electrical cabinets is required if you need more than 20 kW of electrical power.
- ◆ **Electrical boxes are fitted with outlets**, but electrical cabinets contain terminal blocks or terminal connectors for electrical connections.
- ◆ These are primarily for the use of professionals, such as stand installers, decorators and experts using specific equipment, particularly industrial equipment (electric motors, prototypes, aeronautic models, etc. ).



#### USEFUL TIP

- Electrical cabinets are not fitted with outlets. Connections must be made directly to the terminal blocks.
- If you want to supply power to electrical outlets, you must order a switchboard. This can be ordered from Viparis Store. You are responsible for connecting it to the electrical cabinet.
- For electrical power requirements greater than 30 kW, we strongly urge you to install a raised floor with at least 5 cm of space underneath.

## 4 RAISED FLOORING

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Your electrical power needs may require special arrangements in terms of electrical installations. If so, you should plan to install a raised floor :

- ◆ This way, technicians can more easily lay the necessary cables and wiring underneath.
- ◆ There must be at least 5 cm of space underneath the floor.
- ◆ A raised floor is an excellent way to hide unsightly electrical accessories.

## 5 ELECTRICAL POWER FOR SETTING UP OR DISMANTLING YOUR STAND

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→ KNOWN AS « **WORKSITE CONNECTIONS** ». WHAT EXACTLY IS IT?

A worksite power supply gives you access to electricity before the official power supply date. This option, which can be a real advantage, is available at certain Viparis sites<sup>1</sup>.

- ◆ If you would like to have electrical power to work on your stand prior to the opening day, please ask us for a quote<sup>2</sup>.
- ◆ The same is true if you need electrical power to dismantle your equipment after the event closes<sup>2</sup>.
- ◆ After electrical connections are installed at your stand, you will be invoiced for any repositioning.
- ◆ Open-air stands, refrigerated lorries – sometimes an exterior power supply is important. At certain Viparis sites<sup>1</sup>, you can place an order for an «Outdoor power supply». Outdoor power is supplied in 24h/24 power mode, and is available during the power supply schedule determined by the organiser.

<sup>1</sup> Available at Paris Expo Porte de Versailles, Paris Nord Villepinte and Paris Le Bourget.

<sup>2</sup> Available during the official setup and breakdown periods.

## 6 DRAWING UP A FLOOR PLAN IN 6 EASY STEPS

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To ensure that your power source is installed in the best possible location, you need to provide us with a complete floor plan.

**There are six key parts to a good floor plan:**

1. **Your stand's precise location:** indicating the location of aisles and adjacent stands will make it easy for our technical teams to find your stand.
2. **Surface area:** please provide us with your stand's dimensions. For example, indicate whether it is a 9 m<sup>2</sup> stand (3 m x 3 m).
3. **Shape:** Is your stand square, rectangular or N-shaped?
4. We need to know **where you want the electrical box installed**, so that we can put it in the right place. We suggest you start by selecting the most appropriate spot and marking it with an «E» (for electricity).
5. We need to know **the coordinates** of your stand de votre stand (aisles, stand number and company name).
6. Indicating **the date the floor plan was created** and the date of the most recent update is a real help for the technical team.



**Pour en savoir plus sur nos prestations, appelez-nous au 01 40 68 16 16.  
De 9 h à 18 h, du lundi au vendredi.**

**Retrouvez notre chat en ligne.**

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