

Cannes Lions 2020 – Cabana Sponsor Information

Cabana construction **Sunday 14th**

Cabana interior build for **Croistte Cabanas Monday 15th June – Saturday 20th June**. Contractors will be able to gain access **Tuesday 16th June**.

Cabana interior build for **Beach Cabanas Tuesday 16th June – Saturday 20th June**. Contractors will be able to gain access **Wednesday 17th June**.

*The interior set up can be finalised on **Sunday 21st**, but no trucks or vans will be given access to the piazza on this date.*

Pre-registration **Sunday 21st June** – *This is located in the Gare Maritime*

Cannes Lions Festival Monday 22nd June – Friday 26th June 8am – 8pm

Cabana Breakdown **Friday 26th June** (No vehicles can access the piazza until 00:00, interior breakdown can begin from 8pm)

DATE	ACTIVITY	NOTES	CONTACT
March	AC unit dimensions confirmed inside and outside cover	Cannes lions to confirm	Cannes Lions Account Manger
1 st April	Confirm placement of panels and doors	Sponsors to confirm to Cannes Lions and Bee to Biz	Send forms Back to sponsorassist@canneslions.com contact@beetobiz.com
17 th April	Interior plans provided with technical documents for health and safety sign off. Include technical plans, material certificates, risk assessments. Confirm supplier details for interior build.	Sponsor to confirm to Cannes Lions and the Technical Department	simon@events-up.com alison@events-up.com contact@beetobiz.com sponsorassist@canneslions.com
24 th April	Artwork provided for panels.	Sponsor to send to Bee to Biz & Cannes Lions	contact@beetobiz.com sponsorassist@canneslions.com
24 th April	Comments on interior plans.	Technical Dept will provide feedback / approval from Palais health and safety, and advise if any further information is needed before approval	simon@events-up.com alison@events-up.com
4 th May	Artwork checked and confirmed	Bee to Biz to check artwork and confirm files and specs are ok.	contact@beetobiz.com
14 th June	Cabana construction		contact@beetobiz.com
16 th June	Interior build – beach & coisette	Subject to change	
17 th June	Exterior Artwork installed		
21 st June	Pre-registration opens		
22 nd June	Festival Opens		

Cabana Layout Information

BEACH PLATFORM

Beach Cabanas will be built on a raised platform to level the cabanas with the Piazza.

TERRACE DIVIDE

This may differ dependant on your terrace and the surrounding cabanas but as standard these will be divided by plants and bamboo boxes.

PANELS & DOORS

In the attached document you will see the layout of your cabana.

Please confirm by completing the attached spreadsheet by 2 April which panels you wish to be solid, which should be glass and where you wish your doors located.

AC & ELECTRIC

Please see photos and dimensions below.

Please also note in the attached spreadsheet where you wish the electric point to be located from the options provided.

PANEL ARTWORK

As part of your package either 3, 6 or a bespoke number of glass branded panels are included dependant on the size of your Cabana.

You can of course brand all outside panels. There are different options for branding

- each panel can be branded individually
- a wider panel can be affixed to the side of the cabana so you can have seamless artwork across multiple panels

The artwork specifications will depend on the type of panel chosen and whether you want to brand individual coverings or have a full branded panel covering multiple sections. Once this is confirmed, we will send you detailed specifications for artwork.

What is included in the Basic Package?

- The basic package includes:
 - o Inside carpet
 - o Fridge
 - o Outside flooring
 - o Outside branding on 3 glass panels (6 panels for a 10x5m)
 - o Bin
 - o Wifi
 - o Electric point
 - o AC unit (1 per 25sqm tent) with cover
 - o Security

Delivery Information

With so much material delivered to the Palais, it is extremely important that Sponsors' contact details are included with all types of delivery. All deliveries must be clearly marked with what the item is and your company name. This will reduce the risk of items getting lost.

Deliveries can be sent between 17th to 20th June and should be sent to:

Cannes Lions 2020 International Festival of Creativity
Palais des Festivals
Esplanade Georges Pompidou
La Croisette – BP 272
06400 Cannes
France
FAO: Team Spirit – Raja/Hannah Lever
Delivery times: 8am – 6pm

Please use the delivery labels and email on hannahl@canneslions.com with the below information:

- a list of your deliveries
- expected delivery dates
- where they need to be delivered to onsite, and at what date and time

Please see our attached shipping document for international deliveries and waybill information.

If sending internationally particularly from the USA we recommend contacting a shipping broker to handle the documentation and to ensure that all items are seamlessly passed through customs.

Martini Technotrans

Transportation Companies

Tel: +33 (0)4 92 59 27 27

Address:

8, rue Notre-Dame

06400 CANNES (France)

e.folco@martinitechnotrans.fr

s.lebaron@martinitechnotrans.fr

Martini offer all assistance such as:

- reception of goods, storage before the event
- customs clearances
- delivery to Palais, Hotel, Residence
- storage of empty boxes

Or alternatively:

Mathez Freight Forwarding

15 Rue Du Vingt-Quatre Août,

06400 Cannes, France

+33 4 93 38 43 87

web@mathezfremight.com

Transport management includes:

- Airfreight
- Sea freight
- Road haulage
- Customs broker
- Storage
- Packing
- Dangerous goods management
- Supply & distribution management and optimization
- Removal
- Port agent, management of cargo and cruise ships
- Registration of yachts and vehicles

Suppliers

Company	Sector	Contact Name	Email
Casion Barriere	Catering	Nathael Beraudo	nberaudo@cannesbarriere.com
Dalloyau	Catering	Tiffany Imbert	tiffany.imbert@dalloyau.fr
Pavillon Traiteur	Catering	Anne Laure	annelaure@pavillontraiteur.com
Pixeolab	AV	Jackie Curzi	jackie@pixeolab.com
Action	AV	Greg Real	greg@actionmonaco.com
Eurodoc	AV	Emilie Chevalier	echevalier@eurodocument.com
Cannes Smile	Hostesses	Ellie Clampin	ellie@cannessmile.com
Team Spirit	Hostesses	Nathalie de Saintdo	order@vdpromotion.com
Roni Fleurs	Florist		events@roni-fleurs.com / www.roni-fleurs.com
ATE	Production Companies	Rene Biedenkop	www.a-te.de r.biedenkop@a-te.de Tel: +49 (0)89 38 89 82 31
Beyond Exhibit	Production Companies	Laurent Fiore	www.beyondexhibit.com laurent@beyondexhibit.com Tel: +33 49 3 47 52 21

FAQS

Please find below answers to a number of queries you may have regarding your cabana.

What is the basic structure of a 5mx5m cabana?

- 5 panels along each side, with each panel measuring approximately 1 m long X 2.20 m high. (Please note the panels used to build the cabanas are not completely uniform in size and there will be slight changes in the measurements)
- Each panel can be either solid or glass panels.
- The inside of the cabana is 25sqm and in addition a 25sqm terrace
- Each cabana is separated by plants
- For double cabanas of 10m x 5m the inside area is 50sqm and the terrace is 50sqm

Is the ceiling flat or does it peak like the tent?

- It's a flat ceiling for the 5x5 cabanas and a peak ceiling for the 10x10 cabanas. The fabric is white.

Where will the air con and power units be?

- Options are in the attached plans.

At what time can people have access to the cabanas?

- The cabanas open from 8am and must be closed by midnight.

How do we access the cabanas when we first arrive?

- The Cannes Lions team will meet you on site to give you your Cabana key, cabana passes and a contact sheet.

Is there a storage area in the cabana town where we can store some boxes? What is the size of the space available for the storage?

- There is not a storage facility in Cabana Town, but there is storage in the Palais.
- If you do not have space for everything to be kept in your cabana we can arrange deliveries in the morning or afternoon every few days. This information must be emailed to sophieb@ascential.com

Is there a possibility to hang material from the ceiling?

- No this is not possible.

Do you have electrical restrictions for the cabanas?

- 5x5 cabanas have 3,5 KW
- 10x10 cabanas have 10 KW (French plugs).
- There is electricity inside only, but you can have electricity outside too, on request only.
- Should you want to have more electrical power available, please contact **Virginie Stilgenbauer on stilgenbauer@palaisdesfestivals.com** who will be able to manage this request

Is Wi-Fi available inside the cabana and what is the name of the password?

- WiFi will be available. The WiFi log in and password will be confirmed in May
- If you require a hardwire connection please contact Eric Legros at ViaPass directly on e.legros@viapass.com

Do we need exterior lighting to have night-time events?

- It is light until at least 9:30pm in Cannes in June, so usually outside light is not required. The cabanas officially close at midnight so if you plan on organising a party until this time you will have to look into outside lighting.

If I rent a screen, how can we display content on the TV screen?

- You will need to bring a USB drive to display any content on the TV
- We can also run an HDMI cable from TV to a laptop
- You should use format .MOV H264 progressive for video content to play on the screens

What are the food and beverage options?

- Please refer to the supplier list for catering options

OTHER**Is there a person in charge for the cleaning and what is the schedule?**

- Cleaning happens every night (rubbish emptied, vacuumed). If you wish to order more cleaning, please contact Virginie Stilgenbauer stilgenbauer@palaisdesfestivals.com

Can we have access to the public toilets and what are the opening hours?

- You have public toilets in front of the croisette cabanas next to the square. The opening hours are 8AM – 9PM from Monday to Sunday.
- Palais toilets can be accessed from 8am – 8pm for those with eligible passes. Cabana Pass holders will need to use the public toilets.

SECURITY OF CABANAS

- There are security guards patrolling the Cabanas, please do not leave any valuables unattended.
- Any precautions you take are in your best interest as neither Cannes Lions nor the Palais can accept responsibility for any loss or damage to any goods at any time during the show.
- If items cannot be watched it is important that they are properly secured.
- Should you require additional Security Officers to protect your Cabana, this must be booked one month in advance via the Palais, who will provide Security Officers from their approved security supplier.

It is not possible to hire Cabana Security from any other suppliers. Should you have any questions regarding security for Cannes Lions, please contact our Director of Security:

Richard.West@ascential.com