

LIBERTY GLOBAL
TECH SUMMIT
2018

General

- **What is the Liberty Global Technology Summit 2018?**
The Liberty Global Technology Summit is a premier, invite-only event that brings together our employees and trusted technology partners from around the world for an unforgettable and inspiring day of knowledge sharing, collaboration and networking. The Summit features industry-leading speakers, hands-on product demos, thought-provoking panel discussions and interactive breakout sessions.
- **Where and when does it take place?**
This year the Liberty Global Tech Summit will take place on Wednesday, 19 September at the Ziggo Dome in Amsterdam, The Netherlands.
Address: De Passage 100
1101 AX Amsterdam (Duivendrecht)
The Netherlands
- **How can I register?**
Liberty Global Technology Summit is an invitation only event. If you have received an invitation from us, you can register on our website using the registration code in the invite.
- **Why should I download the Technology Summit Event App?**
Our Event App gives you instant access to all the information and functionalities you need to make the Summit even more productive and fun. From managing your registration to navigating to the event, connecting with the right people, providing feedback and above all, participating in Q&A sessions: the Event App puts it all at your fingertips - whenever and wherever you are.
- **What is the dress code?**
The Technology Summit is a business event. We suggest appropriate business or smart casual attire.
- **I am attending the evening program, but have food-related allergies. What should I do?**
During the registration process you will be able to flag any food-related allergies and highlight your dietary requirements.
- **Is there anywhere for me to practice my religion?**
At the Ziggo Dome we will facilitate a prayer room at your convenience.

Vendor

General

- **How do I change my contact details?**
Please email your updated details to technologysummit@libertyglobal.com.
- **Can I book a meeting room at the venue?**
We have limited space availability at the Ziggo Dome and all meeting rooms are booked for breakout sessions. We are therefore unable to support this request.
- **Who can I speak to regarding invoice and billing queries?**
You can email your queries to technologysummit@libertyglobal.com.

Booth

- **What are the technical specifications of the available booths?**
Level 1: Located in foyer area close to the Liberty Global booth. Fully branded booth (5x2.4m) oval rear display panel, two 55" full HD LCD flat screens, two product shelves, storage facility (1x3x2.4m), four seats with two coffee tables, lit by three wall mounted spotlights. Incl. wired internet.

Level 2: Booth (3x2 m²) in exhibition space first floor, incl. branded back wall, TV screen, desk with two chairs and wired internet.
- **Where should I park my car as a vendor delivering goods for the booth?**
The venue has a loading dock to unload your materials. Trolleys will be available to help you transport your materials from the loading dock to the Entrance Area and the Live Avenue. It is not allowed to park cars in the loading dock area - any parked cars in the loading dock area can be removed by the police. A large parking garage "P5 Villa Arena" is situated next to the venue.

Loading Dock address:

Ziggo Dome Expedition
Holterbergweg 3
1101 CE AMSTERDAM
The Netherlands

Parking Garage address:

P5 Villa Arena
De Entree 7
1101 AMSTERDAM

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- **How do I organise delivery and collection of goods to my booth?**

If you would like to have materials/equipment sent directly to the venue, please ensure that they will arrive only on Tuesday 18 September. Please email us to let us know that you are having materials sent directly to the venue and have them marked as below:

Ziggo Dome/Liberty Global Technology Summit

Attention: Marieke van de Kraats, materials for <your company name>

Holterbergweg 3, 1101 CE AMSTERDAM, The Netherlands

For picking up materials please mark them properly with your company name, the address they have to be shipped to and make sure they will be picked up from the loading dock between 22:00 and 00:00 hrs on September 19th.

- **How do I submit stand design plans and logos?**

You can submit these during the registration process with the help of the embedded WeTransfer tool.

- **Where can I view the floor plan/vendor overview?**

This information will be available in the Tech Summit app as soon as it goes live.

- **What are the build-up dates and times?**

The booths will be set up in the afternoon of Tuesday 18 September, the day before the Summit.

The venue is open for the set-up from 17:00 to 19:00 hours. If you are not available at this time, please let us know and we will try to accommodate your needs.

- **What are the breakdown dates and times?**

Level 1: All booths will need to be broken down on the Summit day itself, Wednesday 19 September, after the evening program is finished between 21:00 and 22:00 hours. Since all visitors will be pass by the booth when heading home.

Please note that we have a limited amount of time for the break down (60 minutes) and therefore request you to strictly follow the instructions from the event agency on the day.

Level 2: All booths will need to be broken down on the Summit day itself, Wednesday 19 September, between 17:00 and 18:00 hours.

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Please note that we have a limited amount of time for the break down (60 minutes) and therefore request you to strictly follow instructions given by the staff on the day.

If you attend the evening program:

Please bring your belongings to the storage area (reception, ground level). Our assistants will mark your belongings and note your telephone number. After the dinner you can pick up your items at the reception (till 22:00 hours).

Breakout Sessions

- **Is there a maximum number of Breakout Sessions we can buy per sponsorship package?**
There are limited Breakout Sessions available on a first come first serve basis. Each sponsor can host one Breakout Session.
- **Can I bring a guest to the Tech Summit to attend my Session?**
Liberty Global Technology Summit is an invitation only event. Additional guests are not allowed.
- **Is there a template for slide presentations?**
You may use your own company template for your Breakout Session. We request that you bring your presentation on a USB-stick, in 16:9 format, or on your own laptop.
- **What is the deadline for submitting any presentation changes?**
We request that your presentation is complete two weeks prior to the event.
- **How do I provide my break out session presentation?**
Please bring your presentation on a USB-stick, in 16:9, or on your own laptop. There will be a technician present to assist you.
- **How can I promote my Breakout Session?**
All Breakout Session will be promoted in the registration tool and the Event App.

Travel & Stay

- **Does Liberty Global reimburse my travel as a speaker at a Breakout session?**
No, Liberty Global does not reimburse travel costs for Breakout speakers.

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- **Are there negotiated rates for travel or hotel available for guests and speakers?**

No, Liberty Global does not have negotiated rates for travel or hotel for event attendees. We do however have a list of recommended hotels available:

Hotel recommendations:

Hampton by Hilton Amsterdam (0,9 km - walking distance)

Holiday Inn Express Amsterdam Arena Towers (0,9 km)

Holiday Inn Amsterdam - Arena Towers (0,9 km)

Courtyard by Marriott Amsterdam Arena Atlas (1,0 km)

Fletcher Hotel Amsterdam (3,5 km - shuttle service to Ziggo Dome)

Mercure Hotel Amsterdam City (4,0 km)

Novotel Amsterdam City Hotel (6,2 km)

- **Is there visitor parking available?**

One parking voucher will be provided to each supplier. The voucher will be given to you during setup.