



**UNDERGROUND  
CONSTRUCTION**

**MAY 25—27, 2026  
PRAGUE**

**UNDERGROUND CONSTRUCTION  
PODZEMNÍ STAVBY**

**16<sup>TH</sup> INTERNATIONAL CONFERENCE**

# **UNDERGROUND CONSTRUCTION PRAGUE 2026**

**MAY 25—27, 2026 | PRAGUE, CZECH REPUBLIC**

## **EXHIBITOR MANUAL**

ČESKÁ TUNELÁŘSKÁ  
ASOCIACE  
ITA-AITES  
CZECH TUNNELLING  
ASSOCIATION  
ITA-AITES



**[www.ucprague.com](http://www.ucprague.com)**

**[ps2026@aimgroup.eu](mailto:ps2026@aimgroup.eu)**



## CONTACT

### Conference Secretariat AIM Group Prague s.r.o.

Panská 7/890, Praha  
CZ - 110 00

#### Contact person:

Mrs. Veronika Čandová  
Tel.: +420 733 510 156  
E-mail: [v.candova@aimgroup.eu](mailto:v.candova@aimgroup.eu)  
Web: [www.ucprague.com](http://www.ucprague.com)

### Contacts

Service	Company	Contact person
Partners, exhibitors	AIM Group Prague s.r.o.	<b>Veronika Čandová</b> E-mail: <a href="mailto:v.candova@aimgroup.eu">v.candova@aimgroup.eu</a> Tel.: +420 733 510 156
Catering for booth	Clarion Congress Hotel Prague	<b>Pavla Kotašková</b> E-mail: <a href="mailto:p.kotaskova@clarion-hotels.cz">p.kotaskova@clarion-hotels.cz</a>
Construction and equipment of booths	ExpoSale	<b>Monika Páleníková</b> E-mail: <a href="mailto:expo@exposale.cz">expo@exposale.cz</a>
Freight forwarding service	BECK Spedition	<b>Pavel Beck Jr.</b> E-mail: <a href="mailto:beck@beckspedition.eu">beck@beckspedition.eu</a> Tel.: +420 723 752 673

## IMPORTANT DEADLINES

Requirements / Orders	Due date	Contact person
Freight forwarding service BECK Spedition	April 24, 2026	<b>Pavel Beck Jr.</b> E-mail: <a href="mailto:beck@beckspedition.eu">beck@beckspedition.eu</a> Tel.: +420 723 752 673
Booth construction ExpoSale	April 24, 2026	<b>Monika Páleníková</b> E-mail: <a href="mailto:expo@exposale.cz">expo@exposale.cz</a>
Electrical connection, cleaning, refreshments for the booth, names for exhibitor badges AIM Group Prague s.r.o.	May 4, 2026	<b>Veronika Čandová</b> E-mail: <a href="mailto:v.candova@aimgroup.eu">v.candova@aimgroup.eu</a> Tel.: +420 733 510 156
Bag inserts AIM Group Prague s.r.o.	May 22, 2026	More details to be found at the Bag insert section.



## VENUE



### Clarion Congress Hotel Prague \*\*\*\*

Freyova 33  
Praha 9, 190 00, CZ  
Metro station Vysočanská (line B)  
**Web:** [www.clarioncongresshotelprague.com](http://www.clarioncongresshotelprague.com)

### Parking

- 3 hours gratis during weekdays
- 5 hours gratis during weekend
- 50,- CZK / hour every extra hour

## REGISTRATION

### Delegate passes

Based on your order or contract, you are entitled to a specific number of delegate and exhibitor registrations.

	Delegate passes	Exhibitor passes	Deadline
<b>Platinum partner</b>	<b>4</b>	<b>4</b>	<b>April 30, 2026</b>
<b>Gold partner</b>	<b>3</b>	<b>3</b>	<b>April 30, 2026</b>
<b>Silver partner</b>	<b>2</b>	<b>2</b>	<b>April 30, 2026</b>
<b>Exhibitor</b>	<b>0</b>	<b>1</b>	<b>April 30, 2026</b>

### Delegate registration

After receiving the special registration discount code from the organizer please register via the web form [HERE](#).

### Exhibitor passes

Exhibitor badges (issued in the name of your company) will be prepared for collection at the Registration Desk at the venue.

### Exhibitor registration includes:

- Admission to the exhibition, poster sessions, and conference halls
- All conference materials
- Coffee breaks
- Lunches
- Social program on May 25, 2026

The exhibitor badge is issued in the company's name.

### Delegate registration includes:

- Admission to the exhibition, poster sessions, and conference halls
- All conference materials
- Coffee breaks
- Lunches
- Social program on May 25, 2026
- Entry to a selected excursion

The delegate badge is issued in the name of the individual participant.

### Extra service

<b>Exhibitor pass *</b>	<b>200,- EUR + VAT</b>
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### Option to order additional exhibitor badges:

Platinum partner: max. 4 pcs  
Gold partner: max. 3 pcs  
Silver partner: max. 2 pcs  
Exhibitor: max. 1 pc

If you are interested in ordering additional badges beyond the basic package, please contact the organizer ([v.candova@aimgroup.eu](mailto:v.candova@aimgroup.eu)).



## ACCOMMODATION

If you are interested in arranging accommodation, you can find the complete accommodation offer on the website:

<https://www.ucprague.com/ubytovani/>

## EXHIBITION — TIMELINE

### Set-up

<b>Sunday</b>	<b>May 24, 2026</b>	<b>08:00–20:00</b>
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### Exhibition opening hours

<b>Monday</b>	<b>May 25, 2026</b>	<b>08:00–18:00</b>
<b>Tuesday</b>	<b>May 26, 2026</b>	<b>08:00–18:00</b>

### Dismantle

<b>Tuesday</b>	<b>May 26, 2026</b>	<b>18:30–23:00</b>
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### Freight Elevator

For loading booth equipment, please use the freight elevator located by the ramp in front of the garage entrance on the right.

### Loading in the underground garages, exit on the 2nd floor in the Meridian hall.

Dimensions: 535 x 260 x 224 (L x W x H)

Loading limit: 3.8 t

After unloading and loading, it is necessary to relocate/park elsewhere. Please send the approximate delivery time on the build-up day to the exhibition coordinator – [v.candova@aimgroup.eu](mailto:v.candova@aimgroup.eu).

## EXHIBITION — BOOTH CONSTRUCTION AND EQUIPMENT

### EXHIBITION AREA INCLUDES

- delegate and exhibitor badges according to the package/order
- final pocket program
- electrical connection – 230 V – included in the package only for Platinum and Gold sponsors

### EXHIBITION AREA DOES NOT INCLUDE

- booth and its equipment
- technical equipment
- electrical connection – 230 V for a fee of EUR 25 incl. VAT (Platinum and Gold partners have it included in their package)
- fixed internet connection

To order the electrical connection, please contact the exhibition coordinator – [v.candova@aimgroup.eu](mailto:v.candova@aimgroup.eu).

### STALL CONSTRUCTION – SHELL SCHEME OR ATYPICAL

For the Underground Construction Prague 2026 conference, an e-shop has been prepared in cooperation with the booth supplier and equipment provider – **ExpoSale**.

### EXHIBITION E-SHOP:

In the e-shop you will find:

- booth options (select the size according to your package)
- booth equipment (tables, chairs, LCD, coffee machine, carpets, and more)

### Registration:

- e-shop: <https://uc2026.exposale.shop/>
- you can choose Czech or English language version
- in the “booth number” field, please enter the name of your company (the supplier has access to the exhibition plan)
- The listed prices include both conference days, including installation on Sunday, May 24. If you have a special request that you cannot find in the e-shop, please contact the supplier at [expo@exposale.cz](mailto:expo@exposale.cz).



## BAG INSERTS

According to your individual contract or order, you are entitled to a certain number of bag inserts. Please deliver them according to the following instructions:

<b>Specifications:</b>	max. A4 size
<b>Quantity:</b>	800 pcs
<b>Delivery date:</b>	May 21–22, 2026
<b>Delivery address:</b>	Clarion Congress Hotel Prague Freyova 33, 190 00 Prague 9 – Vysočany

Please label the packages with sequence numbers and the total number (e.g. 1/2; 2/2) and “Underground Construction 2026 – Kotašková.” The contact person for receipt of the shipment is Ms. Kotašková, Clarion Congress Hotel Prague, phone: +420 725 567 666.

## SECURITY

Overnight security will be provided (from Sunday, May 24 to Monday, May 25, and from Monday, May 25 to Tuesday, May 26). The security staff will monitor the exhibition area while the exhibition is closed (approximately from 6:30 p.m. to 8:00 a.m.).

The organizer provides general overnight security with a purely preventive function and assumes no responsibility for any loss, theft, damage, or destruction of exhibits, booth equipment, or any other property of the exhibitors, regardless of the cause. All risks associated with the exhibition are borne by the exhibitor.

The exhibitor acknowledges that they are responsible for arranging appropriate insurance and security for their exhibits.

## GENERAL INFORMATION

### TERMS OF PARTICIPATION

Each exhibitor is required to comply with the Rules of Participation and the General Guidelines contained in the [General Information](#).

These General Guidelines, as set out in the General Information, are valid for the entire duration of the exhibition and govern the conditions for the use of the exhibition areas, their equipment and facilities, as well as the equipment and facilities provided for the event.

Without the written consent of the Clarion Congress Hotel Prague, it is not permitted to serve any own (brought-in) catering, including beverages, in the exhibition and conference areas. The conditions under which an exception to this rule may be granted must be discussed with the organizer.

### FIRE PREVENTION AND OTHER SAFETY REGULATIONS

Exits, passageways, corridors, emergency exits, staircases, etc. located in the exhibition areas must not be obstructed under any circumstances.

Fire extinguishers, hydrants, valves, etc. located in front of, inside, around, or behind a booth must remain clearly visible and immediately accessible at all times. It is not permitted to use easily flammable materials in booth construction, including jute, crepe paper, corrugated paper, cardboard, mats, etc., for booth equipment or decoration unless they have been treated with a fire-retardant coating or impregnation. Likewise, woven materials used for booth decoration must be properly treated with flame-retardant substances.

Exhibitors are not permitted to store flammable substances (including packaging materials) in booths or to ignite them unless prior written consent has been granted by the organizer.

Exhibitors are not allowed, without prior written consent from the organizer, to demonstrate any devices, equipment, stoves, heaters, or similar appliances operating on the principle of an open flame in the exhibition areas. The organizer reserves the right to extend the conditions of any permission granted under this provision.

In buildings and confined spaces within the exhibition grounds (e.g. offices or trailers), it is prohibited to store or use fuel cans with flammable liquids or other containers with liquid fuel.

Exhibitors must comply with any instructions issued by the organizer or the fire safety service regarding the use of equipment and devices, demonstrations, storage, etc. All devices and equipment placed in the exhibitor’s booth must have a valid safety inspection certificate.

Exhibits and the material composition of booths are subject to safety approval by the fire safety service and the Clarion Congress Hotel. In disputed cases, please contact the exhibition organizer. All booths will be inspected by an inspection committee comprising all of the above-mentioned authorities.

No packaging or other materials may be stored in the areas between individual exhibits or behind them.



## OPERATING RULES

The exhibitor is obliged to follow the instructions of the exhibition organizer concerning the exhibition premises and booth location, safety, maintenance, and dismantling of booths, exhibited items, and other objects, including decorations.

Exhibitors are not allowed to damage floors, walls, ceilings, or other parts of the building (e.g. by nails, paint, glue, etc.). It is not permitted to nail, screw, glue, or otherwise attach private exhibits (or their parts), equipment, exhibits, etc. to the above-mentioned parts of the exhibition hall, even if the exhibitor is willing to repair any damage caused. Any violation will be strictly penalized.

### **It is not permitted to store or keep the following in the exhibition areas:**

- highly flammable or explosive mixtures, gases, and hazardous substances
- exhibits that disturb other exhibitors and visitors by smell, disruptive noise, light, or other means
- exhibits not listed by the exhibitor in the list of exhibits

Exhibits must be positioned so as not to obstruct the overall view of the exhibition hall and neighbouring booths. It is not permitted to display exhibits or distribute products that disturb other visitors (or cause offense) or damage the exhibition premises.

Displayed goods must remain within the booth footprint; portable items may not be taken outside the booth boundaries (even for the purpose of demonstrating any function of the exhibited goods).

Exhibited items (or any parts of the booth) must not be covered during the exhibition opening hours. The organizer has the right to remove any such obstruction without assuming responsibility for the consequences of this action.

During exhibition opening hours, it is not permitted to remove exhibited items from the booth unless the organizer grants a written exception.

Written consent from the organizer is required for: the use of amplified sound through loudspeakers, live music performances, and the installation of additional portable equipment (not approved by the exhibition regulations).

Such activities must not disturb or inconvenience other exhibitors and visitors. In the event of non-compliance, the organizer reserves the right to intervene to ensure immediate remedy.

The promotion of products and services that are not included in the exhibition's scope is strictly prohibited unless an exception is granted by the organizer. Companies and organizations that have not ordered exhibition space or are not registered as official co-exhibitors are also prohibited from presenting.

Exhibitors are not permitted to: place posters and promotional materials on columns, walls, partitions, stands, etc., inside the building or outside their assigned area; distribute price lists, leaflets, etc., inside the building or in its vicinity other than within their assigned booth; distribute materials of a disruptive, political, or hazardous nature; distribute materials not directly related to the goods and services being exhibited; display or use names, trademarks, etc. that conflict with or are confusingly similar to those of other exhibitors or visitors.

An exception is also required for direct sales of goods or the acceptance of cash payments for goods offered for sale or for services provided.

Notice for exhibitors using platforms in their booths: The height of the platform must not exceed 10 cm, measured from the building floor to the top surface of the platform, and the platform must not extend beyond the booth boundaries.

All booth walls and ceiling grid structures must be finished on both sides to the satisfaction of the organizer and the fire safety service.

Outside the booth area, it is not permitted to organize lotteries, competitions, or offer business cooperation promising gifts or the establishment of personal contacts for the purpose of selling products and services. In all other cases not covered by these rules, the organizer shall decide.

## INSURANCE

The exhibitor is solely responsible for the exhibited goods, their packaging, booth construction, exhibition equipment, and any items left at the booth (technical equipment, outerwear, personal belongings, etc.). The organizer assumes no responsibility for insuring these items and requires the exhibitor to arrange insurance with a third party.

Exhibitors, who construct their booths independently are required, upon request, to prove that they have liability insurance covering damage caused by their own activities for the entire period of booth construction, exhibition operation, and dismantling. The required insurance coverage depends on the size of the exhibition space.

If this condition is not met and the exhibitor does not have the required insurance or is unable to provide proof thereof, the organizer is entitled to deny access to the exhibition premises until the situation is remedied.