

pilotcareerslive.com

PILOT CAREERS LIVE Germany
19 September 2026
Hilton Frankfurt, City Centre

 PILOT
CAREERS
LIVE

Doors open 10:00 - 16:00

EXHIBITOR MANUAL 2026

Please read carefully.
It contains important information to help you.

www.pilotcareernews.com/live/germany

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■ **Build - Up times**

* **Friday 18 September - 1400 - 1700**

* **Saturday 19 September - 0600 - 0930**

No entry will be permitted outside of these times. A member of the exhibition staff will be on site during these times.

(* **If you have Third Party stand contractors please contact me for revised access times**).

Opening times to the public Saturday 19 September 2026: 1000 - 1600

■ **Breakdown**

The exhibition will close at 1600hrs. Exhibitors are reminded for Health and Safety reasons they must not start dismantling their stands or remove exhibits from the exhibition until all the public have vacated the hall. Visitors expect to meet all exhibitors up to the published close time. The loading access doors to the car park from the expo area will remain closed from 0930 - 1615 on the Saturday.

■ **Hotel Accommodation**

Hilton Frankfurt City Centre,
Hochstraße 4,
60313 Frankfurt am Main,
Germany

Tel: +49 69 133800

We have managed to secure a preferential rate for rooms. To book hotel rooms please follow this link:

<https://www.hilton.com/en/book/reservation/rooms/?ctyhocn=FRAHITW&arrivalDate=2026-09-18&departureDate=2026-09-19&groupCode=90N&room1NumAdults=1>

BOOK NOW

■ **WIFI Access**

WIFI access is free in the venue.

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■ **Forward Deliveries to the venue**

We are happy to receive your parcels from the 15.09.2026 onwards. Please label all parcels as following:

Hilton Frankfurt City Centre

Hochstraße 4, 60313 Frankfurt, Germany

Pilot Careers Live 19.09.2026

Seager Publishing - Pilot Careers Live / Hotel contact: Claire Cartelier

Allow time for your equipment to be delivered and clear customs.

■ **Collection by courier post expo:**

It is the responsibility of exhibitors to arrange the collection of their equipment after the exhibition. Seager Publishing Ltd does not take any responsibility for the non-delivery/collection of equipment.

■ **Unloading large items:**

Please click link below for directions with images to Liberty Ballroom from the loading bay.

<https://www.pilotcareernews.com/wp-content/uploads/2023/08/Directions-Deliverer-with-pictures.pdf>

■ **Signage**

The display of signage or advertising material around the venue is NOT permitted. If you wish to display any material outside of your stand you must first get permission from the organiser.

■ **Electrics**

If you require electricity to your stand please let Darran or Karina know and they can arrange this for you.

■ **Audio Visual Equipment Hire**

The hotel have their own in-house AV department.

If you need to order a TV please email Rachel and she can arrange this with the venue

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■ **Venue Location Address:**

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Tel: +49 69 133800

By car:

- Coming from the highway A5 or A66, please take the exit "Nordwestkreuz Frankfurt"
- Driving towards direction "Miquelallee" and "Hanau".
- Turn right on the second cross road to Eschersheimer Landstrasse towards "Stadtmitte"
- Driving straight on that road until you pass the old tower "Eschersheimer Turm" on the right side.
- Turn right into the street "Taubenstrasse"
- Then turn right again at the first traffic light into the street "Börsenstrasse"
- After approx. 50 meters turn right again into the street "Hochstrasse".
- You are now at the Hochstrasse in front of the Hilton Frankfurt, the hotel is on your left hand side.
- Please drive your car in front of the hotel, our doorman will assist you

By train:

- Take every subway S1, S2, S3, S4, S8 or S9 to direction Richtung Darmstadt, Frankfurt Süd, Hanau or Offenbach
- Check out at the station "Hauptwache"
- Please go upstairs
- Then take the exit to direction „Schillerstraße“
- Go to the end of „Schillerstraße“
- Please cross over two streets: on the right hand you can take a look at "Eschenheimer Turm"
- After cross over, turn left
- After 100m you can see on the right hand the HILTON Frankfurt

■ **Security**

The venue and it's representatives are not responsible for any loss, damage or theft of equipment during the build up, breakdown and open period of the show. Please ensure that a certain level of security and precautionary measures are undertaken.

■ **Emergency Procedure**

In the event of the venue fire alarm sounding evacuate the building from your nearest marked **EXIT** point immediately. Follow all instructions issued by the venue staff.

■ **First Aid**

Although the venue has First Aid facilities, it is always advised to bring a First Aid kit with you.

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■ **Show Guide**

For those Exhibitors that have purchased advertising space in the Show Guide, the artwork specifications are:

Full Page: 210mm (w) x 297mm (h), Bleed: 3mm all round, Margins/Text Safe: 9mm all round

Half page: 190mm (w) x 135mm (h)

Quarter Page: 92mm (w) x 135mm (h)

Material: print ready PDF or CMYK, 300dpi (high-res) .jpeg

Please email all artwork to nick.powell@seager.aero by 21st August 2026

■ **OTHER**

- All exhibitors must have Public Liability Insurance.

If you are providing any food the minimum amount of cover needed is £2,000,000. If you are building any kind of structure the minimum amount is £10,000,000 or the equivalent in your currency. In the US this may be named General Liability Insurance.

- For UK domiciled businesses we recommend Hiscox for obtaining public liability insurance:

<https://event-insurance.hiscox.co.uk/Exhibitor/Quote/Initial>.

Cover can start as low as £50 + Insurance premium tax = £56.

For EU/Worldwide domiciled customers we recommend purchasing this locally in your own country.

- We also require a Risk Assessment to be completed for each event. This gives us an idea of the kind of activities each stand is planning and the potential risks posed.
- For guidance and a free template please follow this link:

<https://www.hse.gov.uk/simple-health-safety/risk/risk-assessment-template-and-examples.htm>

Please provide both of these to rachel.catley@seager.aero by the 12th June 2026.

If you have any further queries please contact Event Managers:



Darran Ward

Exhibition Sales Manager

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darran.ward@seager.aero



Karina Gniazdowska

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Rachel Catley

Exhibition Logistics Manager

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