



# Industrial Cooperation Days in **DEFENCE & AEROSPACE**

**ANKARA**

## **Participants Guide**

**October 13<sup>rd</sup> - 15<sup>th</sup>, 2020**

Hacettepe Üniversitesi Beytepe Congress Center  
Üniversiteler Mahallesi Çankaya/Ankara/TURKEY

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## CONTACTS

### **OSSA Defence & Aviation Cluster**

100. Yıl Bulvarı No:101/A Ostim Yenimahalle  
Ankara / Turkey  
Tel : +90 312 385 50 90 / 1327 - 1333  
Fax: +90 312 354 58 98  
Webpage : [www.ostimsavunma.org](http://www.ostimsavunma.org)  
E-mail : [info@ostimsavunma.org](mailto:info@ostimsavunma.org)

### **Ankara Chamber of Industry :**

Atatürk Bulvarı No:193 Çankaya Ankara  
Tel: +90 312 417 12 00  
Fax: +90 312 417 12 00  
Web Page : <https://www.aso.org.tr/>

### **ORGANIZATION CONTACTS:**

#### **Sales, Logistics, Marketing & Communcation**

**Mrs. Ece UMay**  

OSSA Coordinator

[ece.umay@ostim.org.tr](mailto:ece.umay@ostim.org.tr)

+90 312 385 50 90 / 1327

**Mr. Uğur AYDIN**  

OSSA Project Manager

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**Mrs. Ayşe Arzu TEYMUROĞLU**  

Ankara Chamber of Industry –  
Enterprise Europe Network  
Project Coordinator

[arzu.teymuroglu@aso.org.tr](mailto:arzu.teymuroglu@aso.org.tr)

+90 312 4171200 / 1208

### **Sponsorship**

**Mrs. Ece UMay**  

[ece.umay@ostim.org.tr](mailto:ece.umay@ostim.org.tr)

+90 312 385 50 90 / 1333

## EVENT SCHEDULE & AGENDA

### **Tuesday, October 13<sup>rd</sup> (Hacettepe Üniversitesi Beytepe Congress Center Üniversiteler Mahallesi Çankaya/Ankara/TURKEY)**

**08.00 – 09.00 : Registration**  
**09.30 - 09.45 : Opening Ceremony**  
**10.00 - 12.40 : Plenary Session**  
**12.40 - 14.00 : Lunch**  
**14:00 – 17.45 : Plenary Session**  
**19.00 – 23.00 : Gala Dinner**

### **Wednesday, October 14<sup>th</sup> (Hacettepe Üniversitesi Beytepe Congress Center Üniversiteler Mahallesi Çankaya/Ankara/TURKEY)**

7.30am – 8.30 am: Opening of the front desk  
8.30 am – 12.30 pm: B2B Meetings & Workshops  
12.30 pm – 1.30 pm: Lunch  
2.00pm – 6.00 pm: B2B Meetings & Workshops

### **Thursday, October 15<sup>th</sup> (Hacettepe Üniversitesi Beytepe Congress Center Üniversiteler Mahallesi Çankaya/Ankara/TURKEY)**

7.30am – 8.30: Opening of the front desk  
8.30 am – 12.30 pm: B2B Meetings & Workshops  
12.30 pm – 1.30 pm: Lunch  
1.30 pm – 6.00 pm: B2B Meetings & Workshops  
3.00 pm – 6.00 pm: Visits to Production Facilities (Optional)

	<b>Tuesday October, 13<sup>rd</sup></b>	<b>Wednesday October, 14<sup>th</sup></b>	<b>Thursday October, 15<sup>th</sup></b>
Access to Exhibition Hall		<b>07.30 / 08.30</b>	<b>07.30 / 08.30</b>
Booth Set-up	<b>12.40 / 15.00</b>	<b>07.30 / 8.30</b>	
Dinner Reception	<b>18.45 / 23.00</b>		
Move-out			<b>18.00 / 20.30</b>

## RECEPTION DESK

Upon your arrival at the Exhibition Center, all participants must go to the reception desk and collect their participant folders. The participant folder contains the following items

- Your Schedule of Meetings
- Your Name Badges
- Your Floor Plan & More




## BOOTH SET-UP

Set-up time will be running at **12:40 am on Sunday, October 11<sup>th</sup>** or at **07:30 am on Monday, October 12<sup>nd</sup>** to complete the set up and personalization of their booths

ICDDA offers hard walled booths. **We strongly recommend you to bring graphics to customize your space.** Noisy machines or sound systems are not allowed. Also ensure that all equipment and graphics you'll bring can actually fit in your booth.

## BOOTH FEATURES

Each wall panel measures 1 m (3.3ft) wide and 2.5 m (8.2ft) high. Exhibitors are welcome to bring pop-up stands, rollups and other graphics as long as they fit within the dimensions of the selected booth and do not stick out.

<b>Standard Package</b> 6 sqm booth 3m x 2m (9.84ft x 6.56ft)	<b>Deluxe Package</b> 12 sqm booth 6m x 2m (19.68ft x 6.56ft)	<b>Premium Package</b> 24 sqm booth 6m x 4m (19.68ft x 13.12ft)
		
Spot lights 1 Table 3 Chairs Fascia Board	Spot lights 2 Tables 6 Chairs Fascia Board	Spot lights 2 Tables - 4 Chairs 2 Arm Chairs 1 Cupboard - 1 Storage box Fascia Board - Company Sign

In order to customize your space, we strongly recommend you to bring graphics. You must bring necessary materials to hang or paste your graphics (chains, adhesives and so forth). It is strictly forbidden to drill into the panels. Your booth is equipped with an electric outlet. You must bring multiple outlets if you're planning to use several devices.

## ADDITIONAL FURNITURES

- How to place an order?**

Simply complete the appropriate booking form provided in annexes at the end of this document.

## ALL ORDERS MUST BE SUBMITTED BEFORE OCTOBER 1, 2020

**Note** : A catalogue showing the different equipment and materials for rent is available at the end of this file.

### GRAPHICS AND PRINTING

#### ROLL UP GRAPHICS

- **Description:**

Making of a one side graphic roller Dimensions : 80 x 200 cm  
Artwork in an appropriate and printable format is required (80x200)  
The document must be a high resolution ready-to-print file.  
You may keep both the graphics and the roller after the event



- **Rate:**

1 roll up = 75 €

- **How to place an order?**

Simply complete the appropriate booking form provided in annexes at the end of this document.

**ALL ORDERS MUST BE SUBMITTED BEFORE OCTOBER 1, 2020**

- **Contact :**

OSSA – Uğur AYDIN - E-mail: [ugur.aydin@ostim.org.tr](mailto:ugur.aydin@ostim.org.tr) - Tel: + 90 312 385 50 90 (1327)

## TECHNICAL SERVICES (i.e. power, water, handling)

For all technical orders, not included in your package, you must complete the appropriate form provided in the annexes.

### **What services?**

- \* any requirement related to power supply
- \* water supply
- \* phone supply or IT
- \* rental for forklifts etc.
- \* slings

Your orders must be submitted to the (Hacettepe Üniversitesi Beytepe Congress Center) Please contact Mustafa DANACI for price info and all of your questions.

### **Contact:**

Mr. Mustafa DANACI

Email: [mustafad@hacettepe.edu.tr](mailto:mustafad@hacettepe.edu.tr)

Fax : +90 532 596 8515

## LUNCH

Business lunches will be served over the three days. In addition please feel free to enjoy the lunch to make the meetings more informal, and also meet the companies with which you do not have an arranged meeting.

## BUSINESS CENTER

For your comfort, a business center (photocopy machine, fax , internet connection) remains at your entire disposal.

### **Wi-Fi Internet**

You can have a Wi-Fi connection inside the exhibition center for free of charge.

Note that OSSA is not responsible for these services.

## COFFEE BREAK

You can enjoy the coffee break free of charge over the three days, coffee will be served all day long and you can enjoy the coffee with cookies twice a day.

## WORKSHOP

If you are leading a workshop the conference room will be fully equipped : projector , screen, microphone...

If you are not planning to bring your own laptop and have other queries, please let us know. For all your queries and concerns please contact Uğur Aydın at [ugur.aydin@ostim.org.tr](mailto:ugur.aydin@ostim.org.tr) or Ece Umay at [ece.umay@ostim.org.tr](mailto:ece.umay@ostim.org.tr)

## SHIPPING

**Be sure to have your materials delivered on October 10, 2020.** Any earlier deliveries will not be handled. Send them to the address below and add the name of the event as well as your company name on the label:

Hacettepe Üniversitesi Beytepe Congress Center  
(Üniversiteler Mahallesi Çankaya/Ankara/TURKEY)

## MOVE-OUT

Exhibitors must have all their materials and equipment cleared from the booths by 18:30 on Thursday October 15<sup>th</sup>, 2020. **Your materials and equipment must be picked up by your outbound carrier by 19:00** on October 15<sup>th</sup>, 2020 from the exhibition center.

NOTE: You are recommended to attend all your belongings at all times. OSSA shall not be responsible for any damage caused to your equipment theft. Any materials or equipment left or unattended by Friday 16<sup>th</sup> could be taken to a place the organizer deems appropriate at the participant cost and risk.

## TAXIS

BİLKENT ÜNİVERSİTE TAKSİ DURAĞI ÇANKAYA / ANKARA ☎ +90 312 266 54 00

## ACCESS TO THE VENUE

Hacettepe Üniversitesi Beytepe Congress Center  
(Üniversiteler Mahallesi Çankaya/Ankara/TURKEY)





## SHUTTLES

	October 13, 2020 Tuesday	October 14, 2020 Wednesday	October 15, 2020 Thursday
<b>From JW Marriott Ankara Hotel</b>	- 08.00 - 08.15	- 08.00 - 08.15	- 08.00 - 08.15
<b>From Beytepe Congress Center</b>	-18.15 -21.45	-18.15 -21.45	-18.15 -21.45

## ABOUT ESENBOĞA AIRPORT

**Ankara Esenboğa Airport** : Ankara Esenboğa Airport is located 28 km north - east from downtown. It takes 25 min. drive.

Ankara Esenboğa Airport  
 Information : Tel: +90 444 9  
 TAV (828)  
 E-Mail : [info\\_esb@tav.aero](mailto:info_esb@tav.aero)

- **Havas Shuttle** : Buses to the airport depart at 03:00 – 04:00 and every half hour between 04:30 and 21:30. Between 21:30 and 03:00 services are arranged according to the departure times of flights.

For detailed information: <http://www.esenbogaairport.com/en-EN/Transportation/havasbus/Pages/HavasBus.aspx>

- **Taxi** : Services are provided 24 hours a day, 7 days a week in the areas allocated for taxis at the Domestic and International Arrivals and Departures floors.

For detailed information: [www.esenbogataksi.com](http://www.esenbogataksi.com)  
 Contact Phones: +90 312 398 00 00 /ext. 1258



- **Bus**: Public Transport Bus Line: 442-3 (ÖHO)

\* International Terminal : Arrivals floor, in front of passenger exit door.

\* Domestic Terminal : Arrivals floor, In front of passenger exit door.

You may obtain detailed information about Municipal Public Transport Bus Routes and transportation to the airport by visiting following link: [map.ego.gov.tr](http://map.ego.gov.tr)

- **Rent a car**: <http://www.esenbogaairport.com/en-EN/Transportation/Pages/RentaCar.aspx>

Car Rental Companies At The International Terminal			
Trade Name	Phone	Fax	WEB Address
PAYLESS	+90 312 398 21 60	+90 312 398 22 04	<a href="http://www.payless.com.tr">www.payless.com.tr</a>
ECO RENT A CAR	+90 312 398 21 63	+90 312 398 21 64	<a href="http://www.ecootokiralama.com">www.ecootokiralama.com</a>
DİV RENT A CAR	+90 312 398 22 55	+90 312 398 22 56	<a href="http://www.divotokiralama.com">www.divotokiralama.com</a>
Thrifty Rent a Car	+90 312 398 24 54	+90 312 398 23 53	<a href="http://www.thrifty.com.tr">www.thrifty.com.tr</a>
GARENTA	+90 312 999 50 14	-	<a href="http://www.garenta.com.tr">www.garenta.com.tr</a>

Car Rental Companies At The Domestic Terminal			
Trade Name	Phone	Fax	WEB Address
SİXT	+90 312 398 21 90	+90 312 398 21 93	<a href="http://www.sixt.com.tr">www.sixt.com.tr</a>
AVIS	+90 312 398 03 15	-	<a href="http://www.avis.com.tr">www.avis.com.tr</a>
BUDGET	+90 312 398 20 34	+90 312 398 20 35	<a href="http://www.budget.com.tr">www.budget.com.tr</a>
CENTRAL	+90 312 398 05 25	+90 312 398 05 15	<a href="http://www.centraltr.com">www.centraltr.com</a>
NATIONAL	+90 312 398 21 66	+90 312 398 21 67	<a href="http://www.yesnational.com">www.yesnational.com</a>
EUROPCAR	+90 312 398 05 03	+90 312 398 05 06	<a href="http://www.europcar.com.tr">www.europcar.com.tr</a>
HERTZ	+90 312 398 05 35	+90 312 398 03 96	<a href="http://www.hertz.com.tr">www.hertz.com.tr</a>
PAYLESS	+90 312 398 22 03	+90 312 398 00 99	<a href="http://www.payless.com.tr">www.payless.com.tr</a>
RENT GO	+90 312 398 01 98	+90 312 398 09 97	<a href="http://www.rentgo.com.tr">www.rentgo.com.tr</a>
GARENTA	+90 312 999 50 10	-	<a href="http://www.garenta.com.tr">www.garenta.com.tr</a>
ALMIRA RENT A CAR	+90 444 2 256	-	

## HOTELS

Hotel	Address	Tel / Fax / E-Mail	Web Site
***** JW Marriott Ankara Hotel Ankara "Privileged"	Kızılırmak Mah. Muhsin Yazıcıođlu Cad. No:1 Söğütözü ANKARA/ TURKEY	Tel : +90 312 248 88 88 Fax : +90 312 248 88 99 06520 <a href="mailto:info@meyrapalace.com">info@meyrapalace.com</a>	<a href="http://www.jwmarriott-ankara.com">http://www.jwmarriott-ankara.com</a>



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