

# JTSE 2025

JOURNÉES TECHNIQUES DU SPECTACLE ET DE L'ÉVÉNEMENT

## **Specification terms**

## **I. GENERAL INFORMATION**

### **ORGANIZATION**

AS Editions  
58, rue Servan - 75011 PARIS - France  
E-mail : lydie.p@organisation-jtse.fr

### **THE PULLMAN DOCK**

87, avenue des Magasins Généraux  
93300 AUBERVILLIERS  
FRANCE

### **SERVICE SUPPLIERS**

ONECS - Technical direction - Rudy Termote - dt@organisation-jtse.fr - 06 08 47 38 51  
CENTTHOR (Installer, furniture & plant rental) - Simon GUILLERM - s.guillerm@centthor.com - 01 69 74 00 43  
MAGNUM (Sound, light, structure, AV equipment) - David GOSSO - d.gosso@magnum.fr

### **GENERAL SCHEDULE**

#### **Arrangement of the stands by the exhibitors**

For the Dock Pullman: Bare Stands 6, 12 m<sup>2</sup>, and larger, and elevated assembly: Assembly on Tuesday, Novembre 25, 2025, from 7.00 am to 10.00 pm

Equipped Stands: Assembly on Tuesday, Novembre 25, from 11.00 am to 10.00 pm

Exhibitor access: Tuesday, Novembre 25, starting at 7.30 am

For Eiffel Dock: First exhibitors' arrival at 7:00 am End of assembly at 22.00 pm (assembly/adjustments/encoding).

For Haussmann Dock: 8.00 am to 22.00 pm

For Full Screen Experience Space : 8.00 am to 22.00 pm

For the Learning Center (1<sup>st</sup> and 2<sup>nd</sup> floors of the Dock Pullman): assembly on Tuesday, November 25, 2025 from 6.00 p.m. to midnight.

Assembly schedules must be strictly observed.

Individual schedules will be communicated later. A specific email will inform you of your arrival time for unloading.

This schedule must be strictly respected and transmitted to your service providers, no exceptions will be granted.

#### **Opening hours for visitors:**

Wednesday, November 26, 2025 from 9:30 am to 8:00 pm

Thursday, November 27, 2025 from 9:30 am to 6 pm

#### **Dismantling by exhibitor:**

Thursday, November 27, 2025, from 6:00 pm to 12:00 am (midnight)

Editions AS reserves the right to take the necessary measures to clear the premises.

Editions AS will not be held responsible for any loss or damage to material that has not been removed in time by the exhibitor.

**Attention: The cloakrooms close at 7.00 pm; the JTSE organization cannot be held responsible for items not collected after this time.**

The exhibitor declares to have read the general regulations (that are on the stand reservation form) and the general security conditions (to be validated and accepted when filling in the technical file online).

Data-processing law and freedoms of 06/01/1978: in accordance with the data-processing law and freedoms of 06/01/1978, the exhibitor authorizes Éditions AS to use or exchange all or part of the information listed below. For all rights of access and rectification, please write to Éditions AS - 58, rue Servan – 75011 Paris - France.

JTSE 2025 will be held on November 26 and 27, 2025 at the Docks de Paris - 87, avenue des Magasins Généraux - 93300 Aubervilliers - France.

The Dock Haussmann is the show's reception area. Cloakrooms, badges, press, and more are all centralized here!

## **II. SPECIAL CONDITIONS**

### **A - PAYMENT FOR ADDITIONAL SERVICES**

Additional services must be booked using the order forms available on your exhibitor space (<https://www.jtse.fr>)

### **B - INSURANCE**

#### **a) Civil liability**

The company CHATEAUFORM', owner of the Pullman Dock, is responsible for its liability as owner and operator of the accesses and fixed installations used by the exhibitor for the operation of the activities it directly manages.

CENTTHOR is liable in its capacity as operator of the temporary indoor facilities used by the exhibitor for the operation of the activities it directly manages.

The exhibitor is liable for any damage caused to others either by himself or by his staff, or by his installations or those entrusted to him, rented or lent, during the duration of the event as well as during the assembly and dismantling.

The responsibility of the organizers ÉDITIONS AS cannot be invoked by the exhibitor, the action of the latter having consisted solely in putting the exhibitor in touch with a service provider, with the conclusion of a contract between the exhibitor and the service provider.

#### **b) Damage to property**

ÉDITIONS AS declines all responsibility for damage to property belonging to the exhibitor or to those entrusted to him when such damage is caused by a third party (other exhibitors, companies intervening on their behalf, visitors, ...).

Exhibitors are responsible for the material they exhibit as well as for the material they have rented and installed on their stand. The organizers decline all responsibility for the loss or deterioration of rented equipment that is not removed by the companies after 00:00 on Thursday 28 November 2025.

The exhibitor has subscribed, at the time of his registration, a basic insurance covering the damage suffered during the duration of the exhibition (including assembly, exhibition and dismantling).

The exhibitor must therefore contact his usual insurer to extend his coverage or may take out additional insurance covering damage to his goods.

Basic guarantee: capital covered = 900 € per m<sup>2</sup> on stand and goods.

For the basic guarantee, the damages covered are :

- Fire ;
- Water damage;
- Theft;
- Accidental damage.

The deductible applicable in the event of a claim is 150 € for damage and 450 € for theft, loss or disappearance.

In case of theft, a complaint must be filed with the competent authorities.

The claim must be sent by registered mail to Éditions AS within 48 hours of the event.

It is the responsibility of the exhibitor to declare to ÉDITIONS AS any objects of significant value, or which he intends to insure in a specific way, and that he leaves inside the premises. The purpose of this declaration is to verify the coherence with the declared values and the insurance of the organizers, the companies CHATEAUFORM', CENTTHOR and/or MAGNUM. In the absence of this declaration, the exhibitor waives any recourse against the organizers in case of insufficient guarantee from their insurers.

#### **Waiver of recourse :**

By the mere fact of his participation, every exhibitor as well as his insurers declare to renounce all recourses that they would be entitled to exercise against ÉDITIONS AS, for any direct or indirect damage that the latter could cause to his goods as well as to his employees.

The exhibitor or his representative must be able to provide a certificate of insurance.

## C - MONITORING

During the three days, only people with a badge will have access to the show (including the fitters from day D-1). Filtering will be carried out at the entrance. Night guarding is provided for the entire duration of the show.

This guarding does not constitute individual surveillance per stand and ÉDITIONS AS, the companies CHATEAU-FORM', CENTTHOR and/or MAGNUM decline all responsibility for theft, loss and damage that may be caused.

## D - DELIVERY

Date and time of delivery to be respected: **Thursday, Novembre 25, 2025 from 1:00 pm to 8:00 pm**

Delivery address :

LE DOCK PULLMAN - 87, avenue des Magasins Généraux - 93300 AUBERVILLIERS - FRANCE

Information to be indicated on the parcels: JTSE Commissariat général / Name of the exhibitor and stand number.

All deliveries made directly to the Pullman Dock will only be accepted on the day of installation, i.e. Thursday, November 25, 2025. No storage will be possible before the installation dates.

Exhibitors must ensure the reception of goods on their stand themselves.

**All handling services must be ordered at least 3 weeks before the event to [lydie.p@organisation-jtse.fr](mailto:lydie.p@organisation-jtse.fr)**

## E - EMPTY PACKAGING

Empty packaging must be removed without delay by the exhibitors. It is forbidden to encumber the stands with packaging that could be a source of fire. A trash bag will be placed on the stands each day at the end of the day.

## F - HANGING ON PARTITIONS

The booth panels are made of OSB. For hanging posters and other items (pictures, posters) we ask you not to use spikes, staples or double-sided tape.

Possible materials: scotch tape, chains, adhesive paste.

The partitions must remain in the state and clean. **Any damage found will be charged to the exhibitor.**

## G - CLEANING

### **Common areas and stands**

The cleaning of the common parts and the stand areas is ensured by the organizer every evening after the closing of the exhibition, including at the end of the assembly day.

A garbage bag will be placed on the stands every day at the end of the day.

## H - PARKING

During the day of your installation - Thursday, Novembre 25, 2025 between 10:30 am and 8:00 pm, **it will be possible to park your vehicle on the delivery access, but only during these hours and during your unloading (parking limited to 1 hour from your arrival time).** After this period and at the end of your unloading, the access to this space with your vehicle will be refused until the dismantling time.