



LOGISTICS

SHIPMENT

Below you will find the shipping address to be used for sending packages to the conference:

Facoltà di Ingegneria Civile e Industriale - Università La Sapienza
Via Eudossiana, 18 - 00184 Roma (RM)

Please ensure that each parcel is clearly labeled as follows:

“MATERIAL (*company name*) FOR NANOINNOVATION 2025 CONGRESS STAND”

Prior to delivery, the carrier must contact one of the following numbers:

Main Reception: Tel +39 06 4458 5999

Postal Office: Tel +39 06 4458 5709

The Postal Office is open from Monday to Friday, from 8:00 AM to 6:30 PM.

All shipments must be delivered strictly within the week preceding the event (September 8th–12th).

It is important that companies send the necessary shipping documents (one per package) to the postal office managers of the building at the following addresses:

carlo.crudo@uniroma1.it

roberta.funari@uniroma1.it

The Postal Office is located at the ground floor and it can be accessed either through the cloister or directly from the outside (via Eudossiana, 19 - wooden door to the left of the main staircase).

In case of problem, please refer to the Main Reception or contact one of the numbers below:

Main Reception: Tel +39 06 4458 5999

Postal Office: Tel +39 06 4458 5709

SETUP

On the early morning of **Monday, September 15th, 2025**, each company representative with a stand must go to the internal postal office to collect the materials that have been shipped.

A porter service will be available to assist with transporting the items.

Each company is then responsible for setting up its own stand.

DISMANTLING

Dismantling will take place at the end of the event, on **Friday, September 19th, 2025**.