

— 2020 —

Client Suite Guide



Introduction

The Formula 1 Paddock Club™ is the official VIP hospitality of the FIA Formula One World Championship®: a unique and exclusive location with exceptional views of the race circuit from start to finish. We are delighted that you have decided to host your guests in a Private Suite. They will be able to enjoy a diverse and exclusive program of the finest cuisine and thrilling race track action – closer than anybody else on the circuit. This guide will help you through every step of the planning of your Private Suite while also providing all the useful information you might need during the race week.

Should you have any questions or require further guidance please do not hesitate to contact your Formula 1 Paddock Club™ Team!

**WE ARE HAPPY TO WELCOME YOU AND YOUR GUESTS
TO THE FORMULA 1 Paddock Club™!**

NB: Information and deadlines might be subject to change. Please note this document is for Formula 1 Paddock Club™ clients and suppliers only and shall not be distributed to other parties.

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**YOUR
PRIVATE
OR OPEN
SUITE**

The Formula 1 Paddock Club™ is made up of different areas:

1. Club Lounge, a chill out area with an open bar and entertainment that is accessible to all Formula 1 Paddock Club™ guests.
2. The Club Suite, a dining suite for private individuals and smaller groups.
3. Dedicated & personalized Open suites located within the Club Suite (please see minimum guest numbers on p. 7)
4. Private Suites – exclusively designated lounges for you and your guests – directly above the pit lane and the team garages.
5. Club Business, which is open to all guests – a place for informal meetings and networking (for private use, please contact clients.pc@doco.com)

Private Suites across the entire Formula 1 Paddock Club™ are entitled to a specific amount of m² per guest. This leads to a minimum Private Suite size that is variable from event to event – please check the m²-column in the table below. The surrounding of your Private Suite depends on the architecture of the Formula 1 Paddock Club™: some provide tented roof top locations, in others you will find Private Suites in closed pit buildings. Your guests will be able to enjoy privileged views of the Formula 1® Paddock from the walkway and upon the pit lane from the opposing track side view. The width and depth of the Private Suite will vary depending on the number of guests – please consider that the shape of your Private Suite may vary depending on the location as well. Where space is available, Private Suites can be enlarged by purchasing additional space for 1.000 USD per m².

If you are interested in purchasing additional space, please contact

carla.heras@doco.com

alvaro.fernandez@doco.com

CC: clients.pc@doco.com

Minimum numbers for Private & Open Suites

GRAND PRIX	m ² / guest	Private Suite	Open Suite	confirmation deadline
FORMULA 1 GULF AIR SAUDI GRAND PRIX 2020 Jeddah	1,5	100	50-70	18.1.2020
FORMULA 1 VINFAST VIETNAM GRAND PRIX 2020 Hanoi	1,5	80	50-70	10.1.2020
FORMULA 1 HEINEKEN CHINESE GRAND PRIX 2020 Shanghai	1,5	80	50-70	26.1.2020
FORMULA 1 HEINEKEN DUTCH GRAND PRIX 2020 Zandvoort	1,4	100	50	3.4.2020
FORMULA 1 GRAN PREMIO DE ESPAÑA 2020 Barcelona	1,5	80	n.a	10.4.2020
FORMULA 1 GRAND PRIX DE MONACO 2020 Monte Carlo	1,5	n.a	n.a	24.4.2020
FORMULA 1 AZERBAIJAN GRAND PRIX 2020 Baku	1,5	80	50-70	7.4.2020
FORMULA 1 GRAND PRIX DU CANADA 2020 Montréal	1,5	80	50-70	24.4.2020
FORMULA 1 GRAND PRIX DE FRANCE 2020 Le Castellet	1,5	TBC	50-70	28.5.2020
FORMULA 1 MYWORLD GROSSER PREIS VON ÖSTERREICH 2020 Spielberg	1,5	80	50-70	5.6.2020
FORMULA 1 PIRELLI BRITISH GRAND PRIX 2020 Silverstone	1,5	80	50-70	19.6.2020
FORMULA 1 MAGYAR NAGYDÍJ 2020 Budapest	1,5	60	50-70	2.7.2020
FORMULA 1 ROLEX BELGIAN GRAND PRIX 2020 Spa-Francorchamps	1,5	80	50-70	30.7.2020
FORMULA 1 GRAN PREMIO HEINEKEN D'ITALIA 2020 Monza	1,5	80	50-70	6.8.2020
FORMULA 1 VTB RUSSIAN GRAND PRIX 2020 Sochi	1,5	80	50-70	27.7.2020
FORMULA 1 PIRELLI JAPANESE GRAND PRIX 2020 Suzuka	1,5	80	50-70	10.7.2020
FORMULA 1 UNITED STATES GRAND PRIX 2020 Austin	1,4	100	50-70	20.8.2020
FORMULA 1 GRAN PREMIO DE LA CIUDAD DE MÉXICO 2020 Mexico City	1,4	100	TBC	20.8.2020
FORMULA 1 ETIHAD AIRWAYS ABU DHABI GRAND PRIX 2020 Yas Island	1,4	150	TBC	10.9.2020

Your Private Suite at a glance:

- Exclusively accessible for you and your guests
- Located either in a closed pit building or tented rooftop area
- Depth and width of your private suite depends on the amount of guests and the location

Your Private Suite package includes:

- Customisable metal partitions that divide your Private Suite from your neighbours
- A power point for electrical devices
- Dark grey or black carpet inside your Private Suite
- An identification panel with your logo in front of your Private Suite
- Exquisite food & drink service
- Round tables for 10 guests and chairs
- Table center flowers and floral displays
- A minimum of two 55" TV screens showing all race track action
- Personalised Formula 1 Paddock Club™ tickets with your logo
- 1 car pass for every 3 tickets ordered
(1 car pass for every 5 tickets ordered for Monaco)
- 1 working access pass for every 25 tickets ordered

Please refer to the chapter
"How to design & customise your Private Suite"

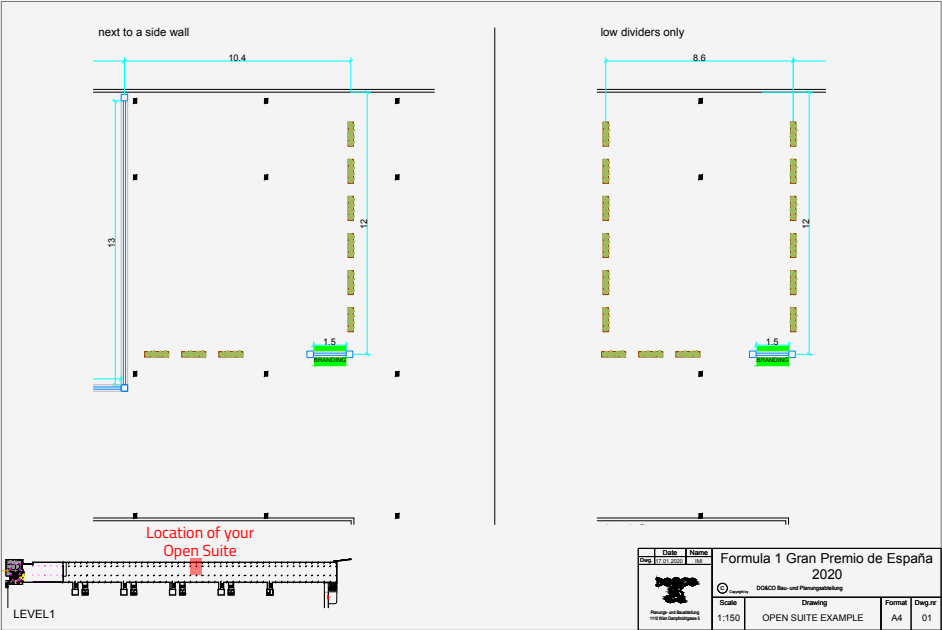
Your Open Suite at a glance:

- Exclusively accessible for you and your guests
- Located either in a closed pit building or tented rooftop area
- Depth and width of your Open suite depends on the amount of guests and the location

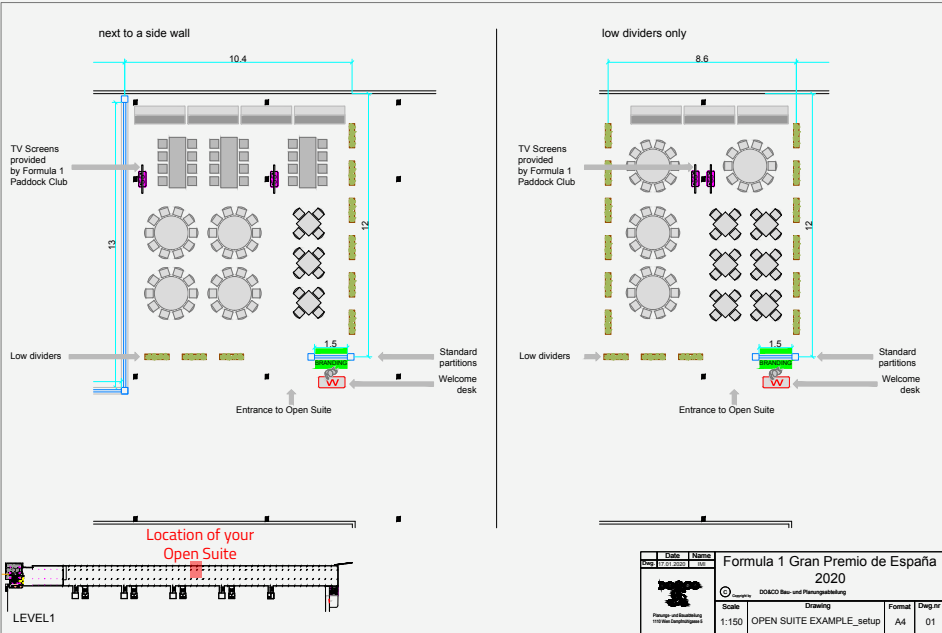
Your Open Suite package includes:

- 2 panels of 2m height x 1,5m width of branding to be confirmed at every race
- The printed canvas
- A power point for electrical devices
- Exquisite food & drink service
- Round tables for 10 or 6 guests, square tables of 4, high tables of 6 or 8 and chairs, upon availability
- Table center flowers
- Flower dividers to separate from the main area
- Minimum of one 55" TV screen showing all race track action
- Welcome desk with logo

Formula 1 Gran Premio de España 2020 (subject to change)



Formula 1 Gran Premio de España 2020 (subject to change)



PLANNING OF YOUR PRIVATE SUITE

Private Suite floor plan

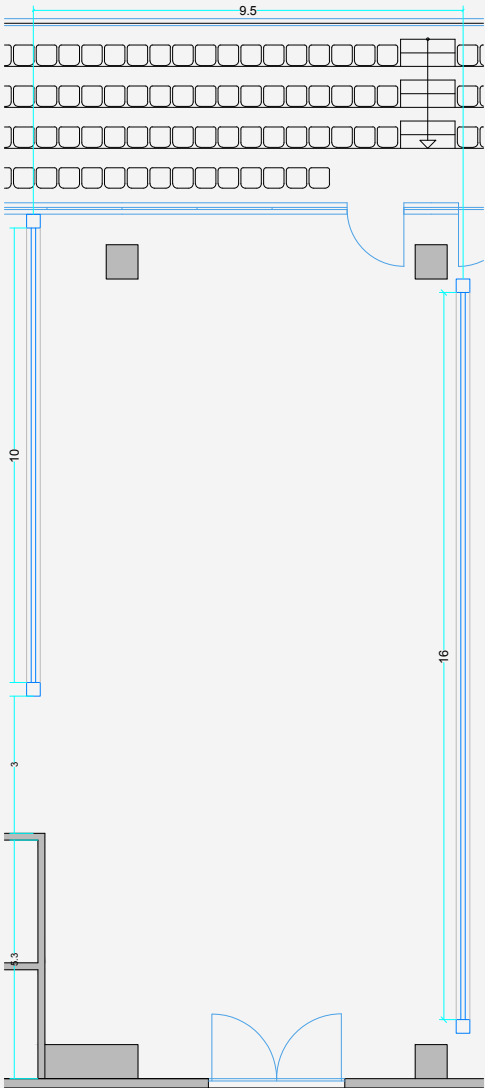
You will receive a plan showing the shape and dimensions of your Private Suite approximately 2 weeks prior to the event. Please provide your personal Private Suite floor plan for final approval well in advance (a deadline will be communicated prior to the event) and make sure that you don't block any emergency exits or service ways visible on the plan.

Please be sure to inform us if you would like to install a roof structure. The setup of your Private Suite is the key for a unique hospitality experience. Please do not hesitate to contact your Formula 1 Paddock Club™ Team for any questions concerning the layout of your Private Suite.

PLEASE ENSURE THAT YOUR FINAL PLAN SHOWS THE FOLLOWING

- Location of all furniture fixtures and equipment (scaled with original sizes)
- Position of partition walls (please indicate if own partition system will be used)
- Number & position of tables and chairs, welcome desks, podiums et al.
- Roof like structure
- Position of bars and buffets (catering requirements within your Private Suite will be communicated)
- Desired location for TVs provided by the Formula 1 Paddock Club™
- Power point location and voltage requirements


Formula 1 Gran Premio de Mexico 2020 (subject to change)



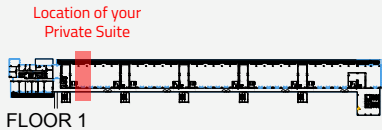
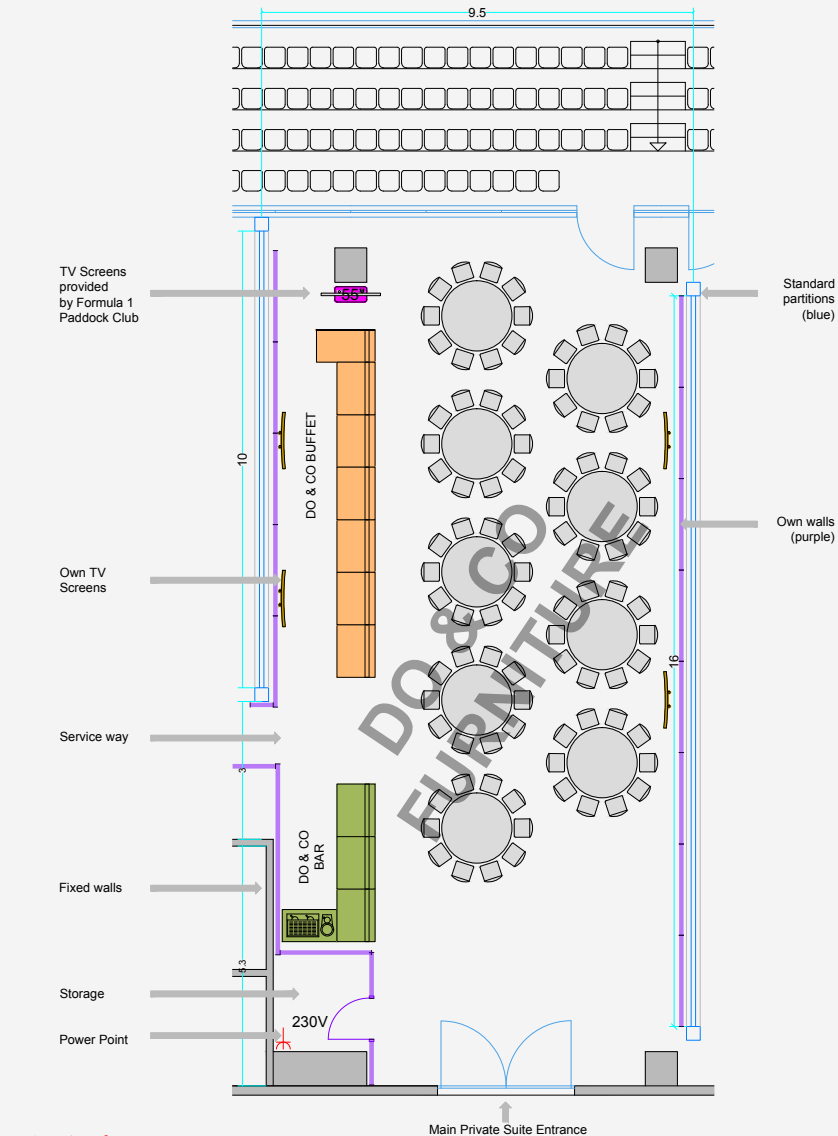
Location of your
Private Suite



FLOOR 1

Date	Name	Formula 1 Gran Premio de Mexico 2020			
Dwg. 20.01.2020	BM				
 Planung- und Bauabteilung 1110 West Dampffährgasse 5		Copyright ©	DOMCO Bau- und Planungsabteilung		
		Scale	Drawing	Format	Dwg.nr
		1:100	PRIVATE SUITE EXAMPLE	A4	01

Formula 1 Gran Premio de Mexico 2020 (subject to change)



Date	Name	Formula 1 Gran Premio de Mexico 2020			
Dwg. 23.01.2020	MR				
		Copyright © DO&CO Bau- und Planungsabteilung			
Scale	Drawing		Format	Dwg.nr	
1:100	PRIVATE SUITE EXAMPLE		A4	01	

HOW TO DESIGN & CUSTOMISE YOUR PRIVATE SUITE

Walls & Partitions

STANDARD PARTITIONS

Metal partitions (white matt finish) and / or a solid wall will separate your Private Suite from your neighbours depending on the size and location of your Private Suite.

Personalised decoration panels can be placed onto the metal partitions. If you wish to produce your own panels, we recommend the use of AluDibond™ panels, which will fit into the metal partitions. The size of your panels should be 2 m in height and 1 m in width. The panel thickness should be 4 mm maximum. Please do not exceed these measurements. The backside of your panels must be white or light grey. All designs need to be approved by Formula 1®, please contact:

carla.heras@doco.com

alvaro.fernandez@doco.com

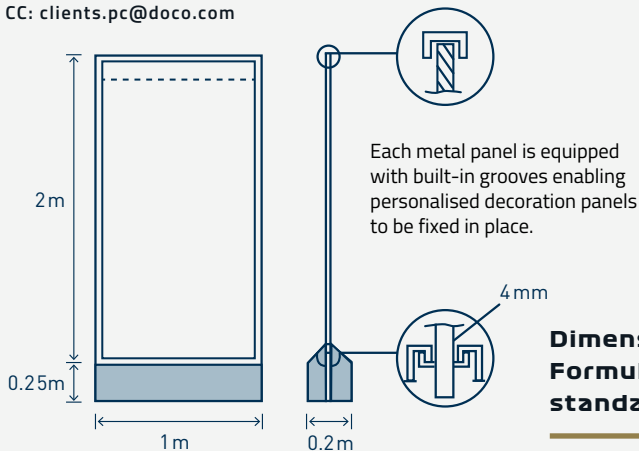
CC: clients.pc@doco.com

CUSTOMISED PARTITIONS

For an absolute unique and individual look of your Private Suite you can also provide your own, customised partitions. These need to be 2.25m high and self-standing in order to meet all local health & safety regulations. Please do not exceed the 2.25m mentioned above. Please keep in mind that all walls and panels have to be prepared in advance. Only small adjustments can be made on site. The cutting of material in your private suite should be kept at a minimum.

STORAGE

We strongly recommend to plan a lockable storage area for your goodie bags or other valuables that you want to leave on-site as it is not only the Formula 1 Paddock Club™ Team who has access to the pit building. To ensure a maximum level of security you can book security guards.



Dimensions of the Formula 1 Paddock Club™ standard partitions

Please note that the Formula 1 Paddock Club™ cannot be held liable for any loss or theft of items that are stored within Private Suites (this includes items such as give aways or merchandise.) Should you require any extra fences or window frosting to close/cover your storage, please refer to the additional services pricelist.

1m of extra partition panel	\$ 150.-
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All prices exclude VAT.

Power - Sockets & Cables

When preparing the partitions please also incorporate options for cables (holes, small flaps, empty areas between the walls etc.). All cables and fuse boxes have to stay accessible throughout the event otherwise we will not be able to supply electricity and the Formula 1® broadcasting in your Private Suite. Standard EU and international power will be available within your suite. Please make sure you inform us in advance of your requirements, including voltage/ampere needs. 1 power point will be located in your suite. Cabling to other power points needs to be organised by your staff on site. Cables can run under the standard metal partitions – if you install customised partitions please read “Customised partitions”.

Floor Covering

The floor of your Private Suite will be covered with a dark grey or black carpet. Should you want to install your own, please provide carpet certification.

If you have any questions or are unsure about your choice, please contact:

carla.heras@doco.com
alvaro.fernandez@doco.com
CC: clients.pc@doco.com

Emergency exit

All suites for more than 60 people must have two exits available in case of an emergency, one of which can be the main entrance. Minimum walkway width to the exit, the doorway itself, and on the other side should be 105cm.

All emergency exits and walkways should be kept clear of obstacles at all times - including when guests are not on-site.

Storing or placing items in the walkways is not permitted at any time. If the emergency exits and/or the walkway to them cannot be seen, an electric or fluorescent green 'Emergency Exit' sign of the 'running man' pictogram, of no less than 20cm wide and 10cm high should be visibally installed.

Windows

Branding must not be visible from outside your suite so please ensure you do not brand or cover any windows or glass fronts.

1 sqm window foil	\$ 30.-
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All prices exclude VAT.

Ceiling

Please do not suspend any items from the ceiling. If you would like to install any kind of roof like structure, please inform the Formula 1 Paddock Club™ Team.

Identification

Each private suite will be indicated on the Formula 1 Paddock Club™ Suite Plan and its logo displayed on pylons in front of the suite itself. Please provide a high resolution vector logo as an .eps, pdf. or ai. format to:

carla.heras@doco.com
alvaro.fernandez@doco.com
CC: clients.pc@doco.com



customised Pylon

Furniture

TABLES & CHAIRS

The Formula 1 Paddock Club™ will provide round tables for 10 guests (150cm – 160cm diameter). In case you want to use your own tables, chairs or soft areas, please inform the Formula 1 Paddock Club™ Team in advance, who will be happy to guide you.

Bars & Buffets

Bars & buffets for the catering operation will be provided by the Formula 1 Paddock Club™ (please check the additional information sheet provided prior to each Grand Prix). To customise your Private Suite, you can also install your own bar & buffet – with the following recommended dimensions: minimum 4.2m length, 0.8m depth, stainless steel worktop (hygiene requirement), height of the worktop 95cm, height of the counter 115cm. Moreover, you can customise our DO & CO bar and buffets with vinyl and these needs to be removed on Sunday after race.

Should you need further information, please refer to the Annex and if you wish to use your own buffets or have any other questions, please contact:

carla.heras@doco.com
alvaro.fernandez@doco.com
CC: clients.pc@doco.com

Flowers & Plants

Table center flowers and floral displays for your Private Suite will be provided. Please indicate your preferred flower colour and additional arrangements can be purchased if the information is provided at least two weeks in advance.

Please be advised that plants and flowers have to be ordered through the Formula 1 Paddock Club™ Team. No external plants and / or flowers may be brought into your Private Suite or the Formula 1 Paddock Club™.

Extra table center piece	\$ 43.-
Table center piece upgrade	\$ 11.-
Extra floral display	\$ 500.-
Floral display upgrade	on request
Extra plant	\$ 215.-
Extra desk flower (small)	\$ 75.-
Extra desk flower (large)	\$ 215.-

All prices exclude VAT.

Please refer to images in Annex and contact:

carla.heras@doco.com
alvaro.fernandez@doco.com
CC: clients.pc@doco.com

TV Screens

A minimum of two 55" TV Screens on stands will be provided per Private Suite. All TV screens have to be placed against the wall. The number of screens provided depends on the size of your Private Suite. Additional TV screens can be purchased upon request. The official Formula 1® broadcasting cannot be altered and please be advised that Private Suite holders are not permitted to show their own content on the screens during official Formula 1® broadcasting. Should you wish to display an alternative (e.g. corporate video) please contact:

carla.heras@doco.com
alvaro.fernandez@doco.com
CC: clients.pc@doco.com

Please be advised that this may only be possible with the approval of Formula 1®. If you wish to bring your own TV screen, please ensure that they have a HDMI input for the official Formula 1® broadcasting feed.

Additional flat screen monitor	\$ 950.-
3.5 x 2m 1.9mm pitch HD-LED screen with stand (subject to availability)	\$ 7,500.-

All prices exclude VAT.

Wi-Fi

Free Wi-Fi is available within the Club Lounge for all Formula 1 Paddock Club™ guests. If you would like to have your own Wi-Fi within your Private Suite, please let us know in advance and we will provide you the information.

Ticketing

As your company's logo will be printed onto the Formula 1 Paddock Club™ tickets, please ensure you supply us with a high resolution file (.jpg format) ideally in a portrait format.

paddockclubtickets@F1.com

Please be advised that all guests must have a valid ticket for the day of entry. Please ensure that your guests are made aware of the terms and conditions of entry into the Formula 1 Paddock Club™.

Please note it is not recommended that children under the age of 12 attend the Formula 1 Paddock Club™ and that forenotice is required when children under the age of 7 are planned to accompany an adult. All guests, regardless of age, require a valid ticket.

Hostesses

You can book a dedicated hostess service for your Private Suite. To get more information about your personal hostess package, please contact

carla.heras@doco.com
alvaro.fernandez@doco.com
 CC: clients.pc@doco.com

Local Hostess (for 3 days)	\$ 1.150.-
Local Hostess (for 2 days)	\$ 775.-

All prices exclude VAT.

20% will be added to these prices when order is made less than 10 days prior to the event

Access Control Agents / Security Agent

If you require additional security within your Private Suite, you can book special security services. We offer day and night security guards and you can also book access control agents to supervise your Private Suite entrance. For more information please contact

carla.heras@doco.com
alvaro.fernandez@doco.com
 CC: clients.pc@doco.com

Access control agents (for 3 days)	\$ 1.100.-
Security Agent (for EU races)	\$ 2,075.-
Security Agent (for overseas races)	\$ 2,500.-

All prices exclude VAT.

20% will be added to these prices when order is made less than 10 days prior to the event

ADDITIONAL SERVICES

We are happy to provide additional services to make your Formula 1 Paddock Club™ experience even more exclusive and to customise the concept of your Private Suite to your special needs.

Breakfast

Let your guests start their culinary adventure with an exclusive breakfast in your Private Suite.

Full breakfast (pp, per day)	\$ 50.-
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All prices exclude VAT.

DO & CO bowl food

Delight your Private Suite guests with an exciting alternative culinary experience delivering a service of diverse dishes.

DO & CO bowl food (pp, per day in EU)	\$ 35.-
DO & CO bowl food (pp, per day overseas)	\$ 65.-

All prices exclude VAT.

Afternoon tea

If the Formula 1 Paddock Club™ opens later than usual (e.g. in Bahrain or Abu Dhabi), a traditional English afternoon tea might be suitable. We serve sandwiches, pastries and fruit along with our selection of coffees and teas.

Afternoon Tea (pp, per day)	\$ 40.-
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All prices exclude VAT.

Long drinks

If you would like to offer your guests a little more, we have a large variety of spirits on offer.

Cocktail flat fee for 4 hours (2/3 of total amount of guests, per day in EU)	\$ 20.-
Cocktail flat fee for 4 hours (2/3 of total amount of guests, per day overseas)	\$ 24.-

All prices exclude VAT.

Birthday cakes

Make the birthday girl or boy feel special by ordering one of our personalised birthday cakes.

Birthday cake (8 pp)	\$ 65.-
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All prices exclude VAT.

Team lunches

We are happy to cater for your team members in the Paddock Club™.

Team lunches (pp for 3 days)	\$ 460.-
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All prices exclude VAT.

Staff catering

Come and join us in our DO & CO canteen on site. Should you wish to book staff catering please inform the Paddock Club™ team 3 weeks in advance of the race weekend.

Breakfast, lunch & dinner (pp per day)	\$ 47.-
Lunch or dinner (pp per day)	\$ 28.-

All prices exclude VAT.

We are happy to help you find the most suitable culinary concept for your Private Suite. Should you have further customised individual needs for special events, please contact:

carla.heras@doco.com

alvaro.fernandez@doco.com

CC: clients.pc@doco.com

EVENT SET-UP & DISMANTLING

Set-up

Delivery of material for your Private Suite: please check the additional information sheet provided prior to each Grand Prix for the delivery days and forward your delivery schedule to:

clients.pc@doco.com

You may be required to move your delivery timings depending upon traffic.

Working days for your staff on site: please check the additional information sheet provided prior to each Grand Prix for the days your staff can have access to the Private Suite. Planned timings for the set up of the suite need to be sent to:

clients.pc@doco.com

The full names of your on-site staff need to be provided prior to the event. Please send the details to:

clients.pc@doco.com

CC: Hospitality@F1.com

All working area passes are issued to named individuals and can only be used by the named pass holder.

No vehicles will be granted access to the Formula 1 Paddock Club™ from Thursday to Sunday of the race week. Please ensure that you have all marketing material and giveaways delivered during your set-up times.

Dismantling

Please check the additional information sheet provided prior to each Grand Prix for your dismantling schedule. DO & CO will coordinate the dismantling on-site. Please stick to the schedule in order to ensure a smooth set-up and dismantling process.

Your Staff on-site

Please note that all staff must be accredited over the race week (Thursday to Sunday). In general, access will be denied to all staff, contractors and deliveries without accreditation from Thursday to Sunday of the race week.

You will be entitled to 1 working access pass for every 25 tickets ordered. Set-up passes will be provided in a reasonable amount.

■ To avoid communication issues, it is essential that all requests and/or confirmations are discussed between DO & CO and your responsible, without involving third party suppliers.

TRANSPORTATION & PARKING

Car Passes

Cars accessing the Circuit will require a valid parking pass for the relevant day. Private Suite holders will be allocated 1 parking pass for every 3 guests (1 parking pass for every 5 guests in Monaco). Additional car passes can be purchased upon availability. Please contact:

Hospitality@F1.com

Additional car pass - 3 days Monaco, UK, Italy, USA, Mexico, Abu Dhabi	\$ 200.- *
	\$ 250.- **

*order is received more than 10 days prior to the event
**order is received less than 10 days prior to the event

Additional car pass - 3 days	\$ 150.- *
Other races	\$ 180.- **

*order is received more than 10 days prior to the event
**order is received less than 10 days prior to the event

Additional car pass	\$ 50.- *
Friday only	\$ 80.- **

*order is received more than 10 days prior to the event
**order is received less than 10 days prior to the event

Coach Passes

4 parking passes can be exchanged for one coach parking pass. Any vehicles greater than 5,7m long and with the carrying capacity of more than 8 people (including driver) is classified as a coach and will not be given access with a standard car parking pass. Coach passes can be purchased subject to availability. Please contact:

Hospitality@F1.com

Coach pass	\$ 400.-
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Chauffeur Passes
(required in Spain, France,
Great Britain, Hungary,
Belgium, Italy, Japan, USA,
Mexico, Abu Dhabi)

Drivers who do not have a Formula 1 Paddock Club™ ticket will require a chauffeur pass (accreditation to be worn by driver) to gain access to the Formula 1 Paddock Club™ parking lot in combination with a car parking pass. Chauffeur passes are available for purchase. The Chauffeur Pass will only allow drivers to drop guests off and does not allow that individual to enter other Formula 1® circuit areas besides the parking lot.

Chauffeur pass - 3 days	\$ 120.-*
	\$ 150.-**

*order is received more than 10 days prior to the event
 **order is received less than 10 days prior to the event

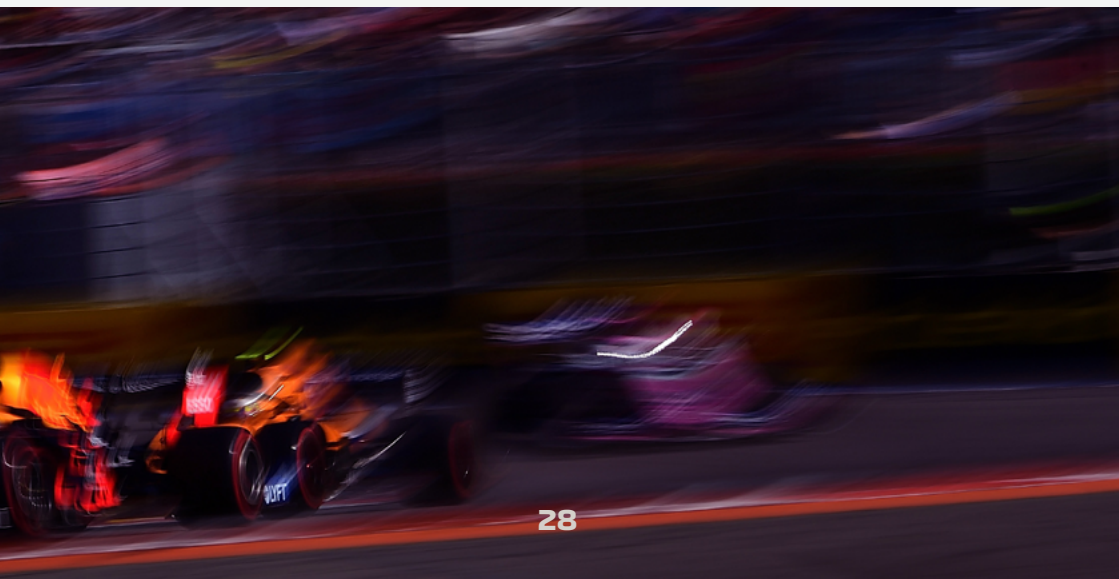
Chauffeur pass Friday Only	\$ 40.-*
	\$ 70.-**

*order is received more than 10 days prior to the event
 **order is received less than 10 days prior to the event

Shuttles will be available from the parking lots and will take your guests close to the Formula 1 Paddock Club™ main entrance.

Please note that heavy traffic is expected during the entire weekend. We recommend that suite owners organise arrivals in larger vehicles and therefore larger groups may be more appropriate.

Hospitality@F1.com



YOUR CHECKLIST

Sent to the Formula 1 Paddock Club™ Team

- Own AluDibond™ panel designs (if installed)
- Information about own partition walls (if installed)
- Wi-Fi requirements
- Power requirements (voltage / ampere) for your Private Suite
- Information about special floor covering in your Private Suite
- Information about branding / marketing you want to show in your Private Suite
- Your logo for the entrance of your Private Suite (.eps, .pdf, .ai high resolution)
- Your logo for the Formula 1 Paddock Club™ tickets (.jpg high resolution 300 dpi) ideally in portrait format
- Additional orders: flowers, TV screens, hostess service, security agent service, car/coach/chauffeur passes, additional catering services ...
- Please submit the additional services booking form, which is provided prior to the event
- Details of the staff you will have on-site during the race week for your working access passes
- Information about driver appearances in your Private Suite for all accreditation and security matters
- Any specials taking place in your Private Suite during the race week
- Specific dietary requirements (if required)

– 2020 –

Client Suite Guide

