

Automotive
Cluster
Bulgaria



new technologies
and components,
parts and
accessories,
workshop equipment

AUTOMOTIVE EXPO SOFIA 18-21 OCTOBER

supported by

automechanika

automotive-expo.bg

International
trade fairs

**18-21
OCTOBER**



WORKING HOURS:

For exhibitors

| | |
|-------------------------------|-------------------|
| 18th of October | 8.30 am - 6.30 pm |
| 19th - 20th of October | 9.00 am - 6.30 pm |
| 21st of October | 9.00 am - 4.30 pm |

For visitors

| | |
|-------------------------------|--------------------|
| 18th - 20th of October | 10.00 am - 6.00 pm |
| 21st of October | 10.00 am - 4.00 pm |

For stand set-up

| | |
|--|-------------------|
| ■ Stand build up 15th - 16th of October | 8.30 am - 8.30 pm |
| ■ Stand arrangement 17th of October | 8.30 am - 8.30 pm |

*For stand
dismantling*

| | |
|--|-------------------|
| ■ Stand dismantling 21st of October | 4.30 pm - 8.30 pm |
| 22th of October | 8.30 am - 8.30 pm |

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STANDS BUILD UP BY THE EXHIBITOR OR ANOTHER CONSTRUCTION COMPANY

The Exhibitor / Construction Company will be allowed to build the stand only after signing a separate contract with the Organiser and after approval of the stand plan. The access to the fairground on 15th and 16th October is only with passes which could be taken from the main foyer of Inter Expo Center.

Prolongation of the working hours during the days of stand construction, stand arrangement and stand dismantling should be allowed based on a written request. The Exhibitor / Construction Company should pay a fee for each booth for each started hour:

- 50 EUR per hour excluding VAT if the request is received until 2.00 pm
- 100 EUR per hour excluding VAT if the request is received after 2.00 pm
- 150 EUR per hour excluding VAT if the request is for the days of stand arrangement

Connection to the power supply without agreement with the electrical technicians is not permitted.

The Exhibitor / Construction company should avoid any actions which might result in damages to the walls, the floor surface, the ceiling or other structural elements of the exhibition halls.

The Exhibitor / Construction company is obliged to carry out the required OHS (occupational health and safety) instruction and training for the employees, who are assigned to work at the exhibition area, and to acquaint them with the possible risk for the safe performance of their activities.

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STAND ARRANGMENT

On 17th of October every Exhibitor could receive passes for stand arrangement from the security guards at the Cargo Entrance (see the map at page 6).

Services applied for in the days of stand supply should be paid on site in cash. They could be ordered at the information desk in the Central foyer.

Companies failed to pay for their participation at the exhibition will not be allowed to their stands.

EXHIBITOR'S BADGES AND PARKING PERMITS

Registration of the exhibitors will take place on 17th of October at the information desk in the Central foyer of Inter Expo Center. The exhibitor's badges shall be prepared after written request for the required number. Exhibitor's parking passes allow the exhibitors to use parking lots (only for a car) during the exhibition.

The number of exhibitor's parking passes for each exhibitor depends on the size of the exhibitor's stand:

- For stands up to 50 sqm - 1 parking pass
- For stands over 51 sqm - 2 parking passes.

Parking is allowed only within the official working hours.

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GENERAL INFORMATION

During the exhibition (18 - 21 October) supplying the stands with goods is allowed only through gates 2a and 3b or through the main entrance of the Inter Expo Center during the opening hours. (On 21st October - till 2.00 pm)

The electrical power to the stands will be shut off at 6.30 pm from 18th to 20th of October and at 6.30 pm on 21st of October.

The cleaning of the stands will be performed every morning between 9.00 and 10.00 am and includes only carpets with vacuum cleaner. The Exhibitors have to take personal care of the cleaning of exhibits, furnishing and displaying modules. Stands that were not built by Inter Expo Center should be cleaned by the exhibitor/ construction company.

Staying at the stands after the working hours is not permitted.

Taking exhibits out before 4.30 pm on 21st of October is not permitted. If a breach of this provision is found the exhibitor will be charged a penalty fee of 500 EUR.

Halls will be subject to a general surveillance service performed by specialised personnel during the exhibition. The Organiser is exempted from any responsibility regarding thefts within stands. Complete security of the halls is provided outside the working hours of the exhibition.

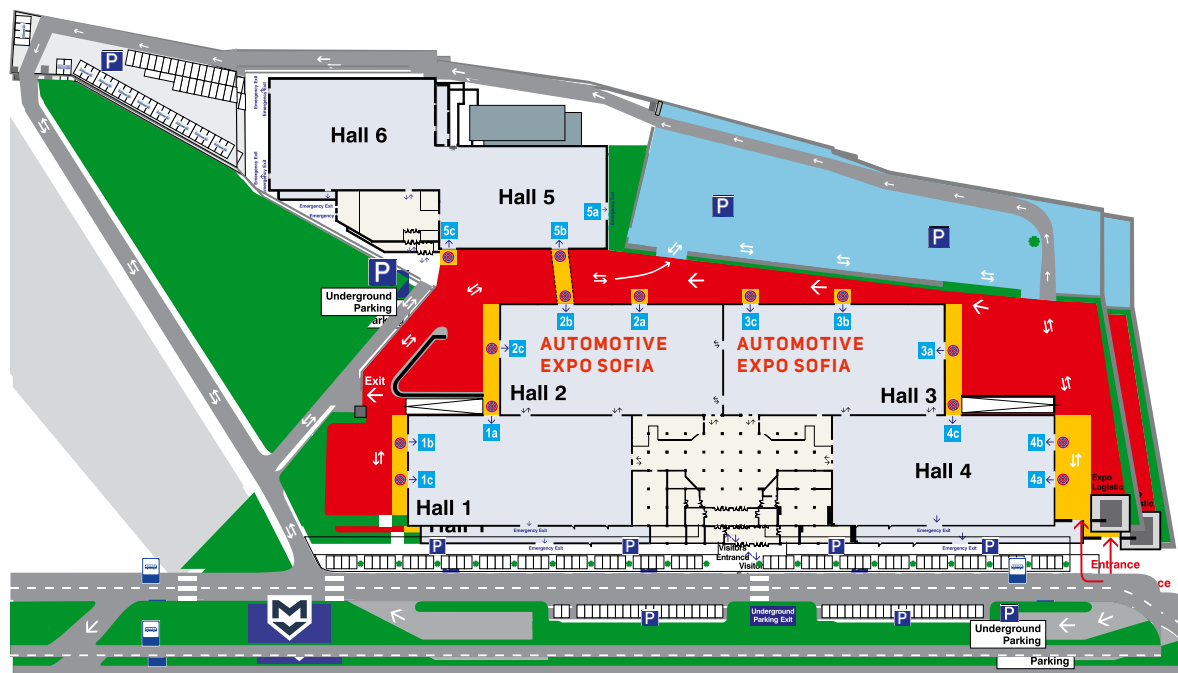
Smoking is not allowed in all enclosed spaces on the territory of Inter Expo Center.

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**AUTOMOTIVE
EXPO SOFIA**



Do not stand and park



Stay allowed up to 1 hour for the purpose of load/unload. In case of violation, a fine of 50 (fifty) BGN shall be imposed for every next hour



Free parking during the working hours for exhibitors only.

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OTHER SERVICES

Stand design and stand building

We can provide professional assistance for attractive and successful presentation of your company, how to design and build a notable exhibition booth.

Forwarding and logistics

Official forwarding agent of the exhibition is Expo Logistik Ltd. The company offers complete and high quality range of forwarding services - forwarding and customs clearance, forwarding handling loading/unloading operations from means of transportation to/from stand (customs warehouse), transportation and storage of empties.

Seminars, presentation equipment and catering services

The Congress Center has 7 conference halls with capacity from 20 to 450 seats. We can provide you with presentation equipment in case you need it for your booth. On request we can offer you a company for catering services that will take care of good welcoming the guests at your booth.

Advertising

Attract attention to your company through the various and flexible advertising solutions we offer - box advert in the guide map, facade billboards, illuminated print-ons in the central foyer of the exhibition complex, distribution of company advertising materials, advertisement on 12 ad monitors in the central foyer and restaurants of the exhibition complex, advertisement on the web page of the exhibition.

Internet

During the exhibition all Exhibitors have free access to Wi-Fi (password:interexpo62). After request we can provide cable Internet with guaranteed speed only for your stand.

Cloakroom service

During the exhibition a cloakroom service is at disposal in the foyer of Inter Expo Center. Opening hours: 9.00 am up to 6.30 pm, on 21st of October up to 4.30 pm.

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CONTACTS

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*Contracts with stand construction
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