



EXHIBITION TIMETABLE

BUILD UP

ACCESS PERMITTED FOR	DATE & TIME	DETAILS & DESCRIPTIONS
Space Only Exhibitors	11th May, Sunday 09:00 - 23:59	Build-up starts for all SPACE ONLY exhibitors with appointed stand contractors or building their own stand.
Space Only Exhibitors	12th May, Monday 00:01 - 14:00	All stand construction should be completed by this time. If you need to work through the night, please inform the show operations team onsite.
Space Only Exhibitors & Shell Scheme Exhibitors	12th May, Monday 14:00 – 20:00 hrs <i>(Last day of buildup)</i>	<ul style="list-style-type: none"> ◦ Shell Scheme exhibitors are allowed access to their stands. ◦ Space Only exhibitors - only stand dressing, decoration, final touches and cleaning will be allowed on this day. ◦ Contractors / Exhibitors found painting, cutting, sawing, sanding or constructing stands in any way within this timeframe will incur a non-compliance fee that will be deducted from the security deposit. Please refer to the Warning Regulations & Non-Compliance Fees for information. ◦ All contractors / exhibitors must exit the exhibition halls by 20:00 hrs. ◦ <u>Strictly NO late night or overnight work will be permitted.</u> as the remaining time will be used for deep cleaning, fumigation and sanitization of the halls before show opening. ◦ Entry to the loading bays will stop from 19:30 hrs for all deliveries and contractors however exit after this time will still be permitted. ◦ Venue security will conduct a security sweep throughout the venue.
<p style="text-align: center;"><u>IMPORTANT</u> <u>DURING BUILDUP AND BREAKDOWN</u></p> <div style="display: flex; justify-content: center; gap: 20px;">   </div>		<ul style="list-style-type: none"> ◦ All trucks must report and present a mandatory dmg events vehicle access pass to the security for queuing. Vehicle access pass are only issued upon receipt of the security deposit. ◦ There is a 30 minute limit on all deliveries.



- **NO contractor badge NO ENTRY.**
- Indicate on the vehicle windscreen the name of the exhibition and the exhibiting company name and stand number.
- All stand contractors must enter the halls through the loading bay.
- **PPE Equipment including hard hats if working at a height & where overhead work is being carried out, high visibility vests and protective footwear must be worn by all persons including stand contractors and exhibitors accessing the venue halls during build up and breakdown period.**

SHOW OPEN DAYS

Date	Professionals & Trade Visitors Only <i>(Exhibitors will have access to the exhibition halls from 08:00, 2 hours before the show opens)</i>	Contractor Access
Tuesday, 13th May	10:00 – 17:00	Contractor access is only permitted after the show closes for the day.
Wednesday, 14th May	10:00 – 17:00	
Thursday, 15th May	10:00 – 15:00	
<u>IMPORTANT DURING SHOW OPEN DAYS</u>		<ul style="list-style-type: none"> ◦ It is strictly prohibited to store any items behind exhibition stands or in any area of the venue that is not a designated storage area managed by the official freight agent. ◦ Exhibitors are responsible for arranging the removal of empty crates and boxes and/or storage until they are required for re-shipment at the end of the exhibition. ◦ If items are found behind exhibition stands or in any area of the venue that is not a designated storage area, it will be considered as rubbish and will be disposed of. ◦ Storage is available and can be pre-booked through the official freight contractor DSV - Fairs & Events on Email: Udaykumar.pillai@dsv.com

BREAKDOWN

<p>Thursday, 15th May</p>	<p>15:30 - 23:59</p>	<ul style="list-style-type: none"> ◦ Removal of exhibits & dismantling of stands / All shell scheme exhibitors must clear their products and belongings as shell scheme stands will be dismantled during the night after the show closes. ◦ Contractors found dismantling or packing their stands before show close at 15:00 hrs will incur a non-compliance fee. ◦ Exhibits must be cleared from the stands by 23:00 hrs. ◦ The organiser and the venue cannot be held responsible for any items left overnight in the halls.
<p>Friday, 16th May</p>	<p>00:01 - 15:00</p>	<ul style="list-style-type: none"> ◦ All contractors' trucks should only go to the holding area when their stand is nearing the time of being fully broken down. <u>This is a change to existing procedure.</u> ◦ The organiser and the venue are not responsible for items left in the hall during breakdown. ◦ Stand fittings and waste materials must be cleared from the halls by 15:00 hrs. A non-compliance fee of SAR 10,000/- will be charged if rubbish is left behind and will be deductible from the security deposit. ◦ Exhibitors will receive a detailed breakdown letter, dropped on their stand onsite.