

ON-SITE HANDLING

Delivery and Unpacking of Exhibits

- Exhibits should only be delivered to the exhibition hall when the stand is ready to receive them. The Exhibitor must arrange for an authorised representative to be present at the stand to receive the exhibits as the Organiser is unable to accept delivery on behalf, nor can they be held responsible for the subsequent safe keeping of such items.
- Exhibits requiring mechanical handling aid must be handed over to the Official Forwarding & Logistics Agents.
- Do not pile decoration/stand materials, cartons, packaging, scrap, etc in areas which may hamper movement around the aisles, emergency exits and fire extinguishers. The Organiser reserves the right to remove/dispose any materials that are obstructing the common aisles during build-up period.

Storage & Disposal

- The Organiser is unable to provide storage facilities for packing materials, carton boxes or other property of the Exhibitor.
- Exhibitors requiring storage facilities should make prior arrangements with the Official Forwarding & Logistics Agents or through their own transport agent.
- The Organiser reserves the rights to remove/dispose of any carton, cases and/packing materials left or abandoned in the exhibition halls or their vicinity (entrance and exit, loading bay, etc) on the eve of exhibition/exhibition day or after the dismantling period. Any cost incurred will be borne by the Exhibitor.
- Exhibitors who require disposal service can contact the Official Cleaning Agent. (Please refer to Page 55)

Removal of Exhibits

- Exhibits can only be removed from the exhibition halls after show closure on 12 March 2017 at 1700 hrs.
- No mechanical lifting or handling equipment will be permitted to enter the exhibition hall for the removal of heavy exhibits except those used by the Official Standfitting Contractor and Official Forwarding & Logistics Agents.
- While the Organiser will maintain security surveillance at all times, Exhibitors are reminded that goods will be most at risk during dismantling period and that stands should not be left unattended until all portable items have been removed and hired items and equipment collected by the appropriate suppliers. It is not advisable to leave exhibits overnight on 12 March 2017. Exhibitors can approach the Official Forwarding & Logistics Agents for storage facility or contact the Official Security Agent for exclusive security service.