

## STAND INSTALLATION & SET-UP PERIOD

	Data			Orario
<b>HALLS</b> <b>1 - 2 - 3 - 4 - 5 -</b> <b>6 - 7 - 8 -</b> <b>9 - 10 - 11 - 12</b> + <b>service centre</b> <b>Castelvecchio</b> <b>(between Hall</b> <b>2/3), Delle Erbe</b> <b>(between Hall</b> <b>4/5), Arena</b> <b>(between Hall</b> <b>6/7), Dei</b> <b>Signori</b> <b>(between Hall</b> <b>11/12)</b> + <b>Outdoor Area</b> <b>A - B - C - D</b> + <b>Avenue E - F -</b> <b>G - H</b>	Thursday	14	September	<b>from 7:00 a.m.</b> <b>until 8:30 p.m.</b> time extensions will be allowed <u>on payment</u>
	Friday	15	September	
	Saturday	16	September	
	Sunday	17	September	
	Monday	18	September	
	Tuesday	19	September	
	Wednesday	20	September	
	Thursday	21	September	
	Friday	22	September	
		<b>Saturday</b>	<b>23</b>	
	<b>Sunday</b>	<b>24</b>	<b>September</b>	<b>from 7:00 a.m. until</b> <b>8:30 p.m.</b> (access restricted to <u>exhibitors only</u> )
	<b>Monday</b>	<b>25</b>	<b>September</b>	<b>from 7:00 a.m. until</b> <b>4:00 p.m.</b> (access restricted to <u>exhibitors only</u> )
<b>ATTENTION:</b> Stand installation and decoration must be completed by and no later than 6:00 p.m. on 23 September 2023. On <b>24 September 2023</b> (from 7:00 a.m. until 8:30 p.m.) and on <b>25 September 2023</b> (from 7:00 a.m. until 4:00 p.m.) <b>access to the pavilions and areas mentioned above will be permitted to exhibitors only</b> to see their booths or eventually to accommodate samples. On this day, <b>stand installation/construction or material handling operations will NOT be permitted and access will be denied to all stand contractor companies.</b>				

## STAND DISMANTLING PERIOD & MOVE-OUT OF EXHIBITS

Halls 1 - 2 - 3 - 5 - 7 - 8 - 9 - 10 + service centre Castelvechio (between Hall 2/3) + Outdoor Area A - B - C - D + Avenue E - F - G - H	DATE	TIMETABLRL
	Saturday                      30                      September Sunday                            1                            October Monday                            2                            October Tuesday                           3                            October Wednesday                      4                            October	<b>from 7:00 a.m. until 8:30 p.m.</b> <i>each day, from 30/09 to 04/10/2023</i>

Halls 4 - 6 - 11 - 12 + service centre Delle Erbe (between Hall 4/5), Arena (between Hall 6/7), Dei Signori (between Hall 11/12)	DATE	TIMETABLE
	Saturday                      30                      September Sunday                            1                            October Monday                            2                            October Tuesday                           3                            October	<b>from 7:00 a.m. until 8:30 p.m.</b> <i>each day, from 30/09 to 03/10/2023</i>



### **Stands must absolutely be dismantled within the deadlines indicated above.**

Veronafiery will carry out cleaning of the area and disposal of waste materials and charge a fee according to the size of the exhibit space assigned (as referred to in Article 6.2.d of the Marmomac 2023 General Regulations).

This fee does not include stand structures/booths dismantling, removal and disposal that is exclusive responsibility of the Exhibitor and/or its stand contractor company and is based on the exhibit space assigned. It does not include also materials and waste that are not used or generated in connection with the given event inside the exhibition centre.

The Organizer reserves the right at its complete discretion to charge additional costs if the materials and waste left by the Exhibitor and/or its stand contractor company are not suitable for the quantity and type of materials according to the size of the exhibit space occupied and as envisaged in the fee requested for this service.

## **NOTICE**

Access to the exhibition centre will only be allowed to stand contractors and/or exhibitors stand contractors who are provided with the "set-up pass" which can be printed directly from the Access Control Portal when the stand project documentation is approved by Veronafiery appropriate offices.

For the Marmomac exhibition, **the permitted height for construction associated with stand set-up**, without having to request authorisation from neighbouring stands, is **4 meters** from ground level.

When the exhibit space is bordering/adjoining other booths (*this usually applies to spaces with 1, 2 or 3 open sides*) and the height of the stand exceeds 4 meters, it is necessary to contact the adjacent companies, and reach a **written approval** for the wall's height. Without the neighbouring companies written agreement, the part of the booth adjoining other areas will have to be lowered to 4 meters, while any parts which are higher than 4 meters must be kept 2 meters distant from neighbouring stands.

The **rear of the partition walls must be suitably finished and properly painted in a neutral colour where the elevation overlooks the lower and adjoining stand/s** of the neighbouring company/ies.

In accordance with consolidated Health and Safety at Work Regulations (ref.: Legislative Decree D.Lgs. 81/2008) and Veronafiery Technical Regulations, **throughout the installation and dismantling periods all exhibitors, stand contractor companies and their employees inside the Exhibition Centre must wear appropriate P.P.E. Personal Protective Equipment** to ensure safe working conditions: safety shoes, high-visibility jackets, etc... Workers who do not have appropriate PPE will not be allowed to continue stand installation and fitting work until the safety measures required by law have been complied with.

All items not specified in this document, shall be referred to the dispositions of the Marmomac 2023 General Regulations and of the Veronafiery Technical Regulations.

