

EXHIBITION SCHEDULE

Dates	Exhibition Timings
Monday 17 th October 2022	10:00 am – 5:00 pm
Tuesday 18 th October 2022	10:00 am – 5:00 pm
Wednesday 19 th October 2022	10:00 am – 3:00 pm

Activity for Exhibitors	Date	Time	Venue
Opening Ceremony	Monday 17 th October 2022	10:00am	Hall 2

		Dates	Timings	Power Supply Hours
BUILD-UP	Space Only	Saturday 15 th October Sunday 16 th October	8:00am – 10:00pm Hall 2 Only (2 days build)	Power supply during build schedule will apply, please contact the official contractor
	Shell Scheme Stands	Sunday 16 th October	12:00pm – 10:00pm	
OPENING	Show Days	Monday 17 th October	10:00am – 5:00pm	08:00am - 8:00pm
		Tuesday 18 th October	10:00am – 5:00pm	08:00am - 8:00pm
		Wednesday 19 th October	10:00am – 3:00pm	08:00am - 8:00pm
DISMANTLING	Shell Scheme – Remove all materials & exhibits	Wednesday 19 th October	17:30pm – 1:00pm	Available
	Space only stands	Wednesday 19 th October Thursday 20 th October	00:00am – 2:00pm	Available

Important: Exhibitors are strongly urged to follow the build-up and dismantling schedule allotted. Any build-up and dismantling procedures done prior or beyond the prescribed schedule will not be allowed. Charges for overtime shall be to the account of the Exhibitor. Payment of the booth space/s does not include overtime. Any activities beyond the build-up and dismantling and show days schedule will merit overtime charges. Please contact the Operations Department, operations@purple-kitchen.com

No product deliveries will be accepted before 15nd of October; deliveries must be scheduled to arrive on / after this date. Deliveries will be allowed up until 30 minutes prior to the opening of the exhibition. Exhibits and similar materials shall only be delivered and unpacked or packed and collected at times when the public is not in the halls.

Sharjah Exhibition Centre Hall Plan



Build-up – During the Exhibition – Dismantling

Build-up

- All exhibitors are expected to be ready with their exhibition materials by the given schedule.
- Vehicles requiring access will be directed to the relevant vehicle entry/service door entrance.
- The entry of heavy equipment must have prior written permission from the Organiser’s.
- There is limited access to the rear of halls, so vehicle may be parked away from the loading bays and called when access is available. Overnight parking is NOT permitted anywhere on-site.
- Children aged 18 and under are not permitted in the halls during build-up and break down for health and safety reasons. This is non-negotiable.

- The exhibition build-up times will operate between the hours of 8:00 and 22:00 only. Please contact operations@purple-kitchen.com if you wish to work beyond this time frame.
- During build up and show days, please advise the Organiser's before 3pm if additional working hours are required outside the hours specified above. Charges will apply, please visit the Organiser's office in Hall 8 for confirmation.
- Build-up starts exactly at the given time. All exhibitors with special booth designs are expected to assemble and to dismantle their systems within this period. Assembling and dismantling shall be done by the official contractor for those exhibitors who availed of its booth system package.
- Exhibitors are not allowed to move in before their authorized schedule.
- Exhibitors are not allowed to have their materials or equipment on aisles, and must stay within their allocated boundaries.
- **ACCESS TO LOADING BAY:**
Gate 2 will be the main access to Hall 2
Gate 4 can also access Hall 2

During the exhibition

- **STAND SECURITY:** Gulf Coating Show ensures the general security of the exhibition in the best conditions but cannot provide for the individual guarding of stands. This is an obligation to provide means, and not to achieve results.
- Exhibition halls open one hour before the exhibit. Replenishing of goods and stocks, fixing and arranging of booths should only be done within the given period. All users of the exhibit halls are expected to ensure cleanliness within their own booth.
- All goods entrances and loading areas must be clear of vehicles prior to the event opening.
- No goods will be allowed through the main entrances of the halls.
- No deliveries are permitted once the event is open.
- No breakdown of any stands or areas within the licensed area is permitted during any part of the open period duration.
- Those wearing slippers, sandals and short pants shall not be allowed entry into the exhibition hall.
- Sanitation within the booth area shall be maintained by the exhibitor.
- All exhibitors are strictly prohibited from using the aisle as display/ storage during show days. Please keep materials within your designated booth areas. Expo-Centre Sharjah does not allow the storage of any materials or stock hind the walls of perimeter stands.
- Persons below 18 years old are not allowed during show days.
- No bringing in of food and drinks for your own consumption inside the exhibition if not purchased within Expo Centre Sharjah.
- Maintenance works of all exhibits must be undertaken outside exhibition hours.
- The use of trolley and the movement of exhibits during exhibition hours are strictly prohibited.

Dismantling

- We recommend you to inform your forwarding agents; freight carriers and contractors that goods removal shall be completed at the dates and times specified in the schedule.
- All accounts due to the organiser and official contractors must be settled prior to dismantling.
- No access to halls for contractors or other staff assisting in the breakdown of stands is allowed until the hall is clear of visitors.
- There is limited access to the rear of the halls, so vehicles will NOT be allowed into the Loading Bays until the show has officially closed. All vehicles MUST be parked away from the loading bays and called when access is available.
- Vehicles may not enter the vicinity of the back of the halls unless directed by the traffic marshals.
- Private cars are allowed loading and unloading zones for the purpose of delivery of goods only. Not more than 30 minutes. (Thirty minutes only)
- Shell scheme stands will be dismantled on 19th October, starting 10:00pm until the following day of 12:00 20th October. Exhibitors are therefore kindly requested to remove their goods and personal possessions on the evening when the exhibition closes on 19th October between 5:30 to 10:00pm.
- All stand materials and waste must be cleared on or before **20th October, Thursday at 12:00pm**. Additional charges will incur if this is not achieved. All goods, stands, decor and equipment of whatever type which are not removed within the given time, will be disposed-off by the organizer at the exhibitor's expense. No claim will be accepted in this respect. The organiser will hold the performance bond of all contractors back until the ownership of the material is clarified. The contractors must prove that material is not theirs, by photo, drawings, etc. Please contact the Operations Department, operations@purple-kitchen.com