

EXHIBITION DATES AND EQUIPMENT

*Due to organizational requirements the vehicle entrance gates may be opened earlier than the times written below.
All vehicles are strictly prohibited from access to or driving on all interior spaces of the exhibition pavilions.*

Dates, location and opening hours of the Exhibition.

The event will take place in the Exhibition Centre of Parma, seated in Baganzola, from **23 to 25 May 2023** as per the dates and hours specified hereunder:

DAY		EXHIBITORS		VISITORS	
		from	to	From	to
May 23	TUESDAY	08:30	18:30	09:30	18:00
May 24	WEDNESDAY	08:30	18:30	09:30	18:00
May 25	THURSDAY	08:30	20:00*	09:30	18:00

***THURSDAY 25 May 2023 from 18:30 to 20:00 exhibitors** shall be allowed to take away exclusively products and samples that can be carried by hand using the dedicated internal parking area made available during the event.

It is **NOT POSSIBLE** to give the pass to others, **IN CASE OF TRASGRESSION**, the pass **WILL BE RETIRED**. Access to stand builders is not permitted.

IN CASE OF NEED DURING THE SET-UP, PLEASE CONTACT THE COMPETENCE STATE OFFICE

Availability of stand spaces and free areas: delivery

All stands will be accessible to Exhibitors as of **Thursday, 18 May 2023** for those who have **reserved free areas** and as per **Monday, 22 May 2023**, for those who have reserved **pre-fitted areas**. Exhibitors shall ensure that outfitters undertake to meet the above mentioned deadline by adding a specific clause for lead time in the assignment contract.

Access to the Exhibition Centre during the stand outfitting phase and introduction of goods

Outfitting operations for all stands and introduction of goods to be exhibited shall be carried out as per the dates and hours specified hereunder:

DAY		EXHIBITORS		COST OF EXHIBITION BOOTH EXTENSION OF TIME
		from	to	
May 18	THURSDAY	8:00	20:00	200,00 €/ HOUR OR FRACTION
May 19	FRIDAY	8:00	20:00	200,00 €/ HOUR OR FRACTION
May 20	SATURDAY	8:00	20:00	200,00 €/ HOUR OR FRACTION
May 21	SUNDAY	8:00	20:00	200,00 €/ HOUR OR FRACTION
May 22	MONDAY	8:00	17:00	500,00 €/ HOUR OR FRACTION

When it comes time to leave the exhibition booths daily, all exhibitors and their booth coordinators shall peremptorily leave the exhibition area except for those who had signed the request for time extension to S.A.T.E. as per prices written in the table above.

The Exhibition center will cease to be accessible to persons and vehicles one hour before the evening closure time. Vehicles shall limit any waiting periods to the time necessary for loading and unloading of goods and equipment. Any vehicles not used for this purpose shall be parked in the parking area outside the exhibition area. The unload and stop-over of containers or detachable parts from non-self-propelled vehicles are prohibited.

No motor vehicles shall be allowed into the exhibition halls.

IT IS STRICTLY FORBIDDEN FOR EXHIBITORS OR FITTERS TO USE FORK LIFTS, MOBILE CRANES, AERIAL PLATFORMS, ETC. INSIDE THE EXHIBITION CENTRE. IN CASE OF BREACH, FIERE DI PARMA SHALL IMMEDIATELY STOP THE EQUIPMENT AND ORDER ITS REMOVAL; THE EXHIBITOR SHALL BE SUBJECT TO A FINE OF € 1000.00

Removal of exhibited samples and fittings. Return of stand areas

Any operations regarding the dismantling of stands and the removal of fittings and exhibited goods shall be carried out as per the dates and hours specified hereunder:

DAY		EXHIBITORS	
		from	to
May 26	FRIDAY	8:00	19:00
May 27	SATURDAY	8:00	19:00
May 28	SUNDAY	8:00	19:00

THURSDAY 25 MAY FITTERS SHALL NOT BE ALLOWED IN.

STAND DISMANTLING AND DISASSEMBLING OPERATIONS SHALL START EXCLUSIVELY FROM 8:00 ON FRIDAY 26 MAY

EXHIBITORS SHALL LEAVE PRE-FITTED STANDS BY 20:00 OF 25 MAY 2023, using the dedicated internal parking area made available during the event. ANY EXTENSIONS SHALL BE AGREED WITH THE OFFICIAL FITTER.

Exhibitors not removing their products immediately are invited to attend to their stands during the opening hours of the Exhibition Centre. The clearance of stands, irrespective of their location, shall be completed by 19:00 of 28 May 2023. Should this not be done, clearance shall be carried out according to the General Conditions for Participation/ General Rules in the Show. Exhibitors shall be liable for any damage or thefts that may occur during the Show or during fitting out and dismantling. Should the stands not be cleared by the term specified above, Fiere di Parma shall automatically consider the material remained in the parking area as waste to be disposed of at public dumping grounds and the Exhibitor shall bear all direct and indirect expenses paid for clearance, in addition to a fine of € 1000.00 + VAT and without prejudice to the right to request compensation for additional damages.

During the stages of production, installation and disassembly, paint containers, carpet residues, tapes on the ground, any residues from installations and waste of any nature must absolutely be removed and disposed of at the expense of the Exhibitor/Installer. Failure to comply with this provision will result in Fiere di Parma charging Exhibitors with the costs incurred for the removal and disposal of waste, in addition to a € 1000,00 fine.

For extensions of the access time to the exhibition centre, the authorisation shall be granted at Fiere di Parma's sole discretion against the money consideration notified by the SATE Office.