

EXHIBITOR TIMETABLE

Venue: Hanoi International Exhibitoon Center (I.C.E)

MOVE-IN

Date	Time	Schedule
Jan 6 th , 2020	12:00 – 20:00	Move-in and construction by Official Contractor and Raw Space Exhibitors
Jan 7 th , 2020	08:00 – 20:00	Move-in and construction of Standard Package Exhibitors
	15:00 – 20:00	Final touch-up and cleaning of venue by all Contractors and ICE

Notes:

- Only Exhibitors, Working Staff and Appointed Contractors **with valid entrance badges** are allowed to enter the venue during the Move-in Period.
- Exhibitors, Working Staff and Appointed Contractors of **Raw Space Booths** are only allowed to enter the venue **with valid entrance badges, wrist bands and reflective vests** during the Move-in Period. The Appointed Contractors are responsible for preparing and providing the reflective vests for the Exhibitors and staff.
- Any exhibits and their contractor must be done **before 20:00 on Jan 7th, 2020.**

SHOW OPEN DAYS

Date	Time	Schedule
Jan 8 th - 11 th , 2020	08:00 – 08:30	Replenishment (for Exhibitors, Working Staff & Appointed Contractors ONLY)
	10:00 – 17:00	Show Open

MOVE-OUT

Date	Time	Schedule
Jan 11 th 2020	18:00 – 20:00	Packing and removal of exhibits by exhibitors
Jan 12 th 2020	08:00 – 12:00	Packing and removal of exhibits by exhibitors

Notes:

- Only Exhibitors, Working Staff, Appointed Contractors and Services Providers **with valid entrance badges** are allowed to enter the venue during the Move-out Period.
- Move-out of exhibits will not begin **until 18:00 on Jan 11th, 2020.** Under no circumstances will any exhibitors be allowed to remove their products/booth from the show before this time.

CONTACT LIST

[The Organizer]

Adpex Joint Stock Company (ADPEX JSC)

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[Official Vendors]

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[Official Freight Forwarder]

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