



22-24 MAY 2017 | GENEVA

MEET YOUR EXHIBITS TEAM

INDOOR EXHIBITS



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STATIC DISPLAY



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GENERAL INQUIRIES & FUTURE EXHIBIT SALES



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OVERALL COORDINATION



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FREIGHT HANDLING

Inter ExpoLogistics Ltd (IEL):

Location: Door 620, Hall 6

Tel. +41 (0) 22 761 22 95

Location: Gate 44/45, Hall 4

Tel. +41 (0) 22 761 22 92

TWI: Tel. +41 (0) 22 761 22 94

CUSTOMS: Freight, handling, transport, customs, Palexpo Regulations, Article 4.2. ATA Carnet or other document to be registered at the Palexpo customs office or with IEL.

FIRST AID/LOST & FOUND/BAG CHECK

First Aid: Located in Hall 5, near the Exhibitor Service Desk

Accident/Fire/Theft: +41 (0) 22 761 13 18 or +41 (0) 22 761 16 81

Note: Fire-fighting equipment must be accessible at all times.

Lost & Found: Palexpo counter at the Exhibitor Service Desk, Hall 5, Door 58

Bag Check: Located at entrance to Hall 4; CHF 3 per piece

Hours: Monday 22 May 7:30 – 19:00; Tuesday 23 May 8:00 – 18:30;
Wednesday 24 May 7:30 – 16:30

EXHIBITOR SERVICE DESK

Located in Hall 5 (Badged Entrance)

Wednesday 17 May 12:00 – 17:00

Thursday 18 May - Saturday 20 May 08:00 – 17:00

Sunday 21 May 08:00 – 19:00

Monday 22 May - Tuesday 23 May 08:00 – 18:00

Wednesday 24 May 08:00 – 18:00

Representatives from the following groups will be available:

- Palexpo
- IEL / TWI
- Palexpo Restaurants, caterer
- Freeman
- Green Me 5, florist
- OT Swiss Concierge Service

PLEASE NOTE: Claims are not accepted after the end of the show.

IMPORTANT NOTICE:

- Protect your belongings. Exhibitors are responsible for their own goods.
- Don't leave valuables unattended during move in or move out.
- Valuables should be secured with lock and key.
- Additional stand security may be ordered from Securitas, +41 (0) 22 761 16 81, E-mail: services.speciaux@securitas.ch