

EXHIBITOR-APPOINTED CONTRACTOR (EAC)/STAND BUILDER SECURITY REQUIREMENTS

The following security regulations and precautions will be used for the security and safety of all participants of EBACE.

- During move in and move out, all exhibitors, stand builders and EACs will be **required** to wear security wristbands or exhibitor badges in order to enter exhibit halls.
- Security wristband order forms should be completed and returned to Securitas (EBACE security provider) prior to arrival on site. **The deadline to submit order form is 30 March 2018. Order forms submitted after the deadline date are subject to financial penalties.**
- Stand builders' and/or EAC companies' supervisors responsible for all work performed at Palexpo are responsible for picking up security wristbands for their staffs the afternoon **prior** to each day of use.
- Security wristbands will be available for pick up during move in from the desk in the Hall 4 Foyer between 12:00 and 17:00 beginning on Monday, 21 May and at the 24-hour security door 620 during move in beginning on Monday, 21 May from 12:00 – 17:00 and during move out.
- The color of the wristbands, which are sequentially numbered, will change daily.
- All stand builders and/or EAC supervisors and workers will be required to wear the wristband around their wrists before entering the exhibit area. Individuals wearing the wristband other than on the wrist, such as on belt loops, badge lanyards, etc., will be denied entry to the exhibit hall. Cut, torn, re-taped, or otherwise altered wristbands will be confiscated, and the individual refused entry to the exhibit hall. There will be no exceptions. The supervisor will be responsible for notifying their labor of this rule and enforcing it at all times.
- Stand builders and/or EACs will be responsible for notifying all of their personnel of the location of the designated area where they will receive the wristbands each day. Supervisors should remain at that location until all of their workers have been checked in. If the supervisor is not present, the worker(s) will not be permitted to enter the exhibit hall.
- Sub-contracted EACs and/or stand builders will not be accepted on site without proper insurance and notification in advance through the online form to show management.