

TARGET MOVE-IN DATES & TIMES

- TUESDAY, 14 MAY - 08h00
- WEDNESDAY, 15 MAY - 08h00
- THURSDAY, 16 MAY - 08h00
- FRIDAY, 17 MAY - 08h00
- SATURDAY, 18 MAY - 08h00
Shell Scheme Exhibitors

EBACE 2019

21 - 23 May 2019

Geneva Palexpo - Expo Halls 4 - 6

FLOOR PLAN AS OF 07 MAY 2019 AND IS SUBJECT TO CHANGE

LABOR CHECK-IN AND WRISTBAND DISTRIBUTION
24-HOUR ACCESS DOOR
Door 620



EXHIBITOR MOVE-IN

- Check your assigned freight delivery on this enclosed target schedule.
- Advance shipments sent to IEL/TWI will be delivered to your stand on or before your target date and time.
- Target time is per truck check-in and does not necessarily represent the time your truck will be unloaded

Important: If you are delivering display items direct to show site and are scheduling exhibit labor, make arrangements at least 4 hours after your scheduled target time.

Note: Due to shows preceding and post EBACE, as well as a bank holiday, move-in and move-out extensions are not possible.

EAC's/stand builders/exhibitors who need to work after normal work hours (19:00 and 07:00) must complete the Extended Hours request form and pay appropriate fees. If you have questions about move-in or extended hours, please contact EBACE exhibit teams at ebacesetup@nbaa.org

Exhibitors who wish to come in AFTER your targeted date/time do NOT need to submit request.

Stand construction is permitted until 1500 on Monday, 20 May. At that time all empty crates need to be removed from the floor.

PLEASE NOTE: ALL FREIGHT TRUCKS MUST CHECK IN LOT P-49 BEFORE ACCESSING THE EBACE EXHIBIT HALLS ON YOUR ASSIGNED TARGET DATE. TRUCKS WILL BE GREETED BY AN IEL REPRESENTATIVE ON A FIRST-COME, FIRST-SERVED BASIS. ONCE PAPERWORK IS FINALIZED, IEL WILL DISPATCH EACH TRUCK AS FREIGHT DOORS BECOME AVAILABLE. ALL PERSONAL VEHICLES (POVS) MUST CHECK IN AT LOT P-49 BEFORE ENTERING THE EXHIBIT HALL AS WELL.

EXHIBITOR MOVE-OUT

Move out for PALEXPO Exhibitors will begin at 16:00 on Thursday, 23 May. All exhibit materials must be completely dismantled and packed into crates and secured by 17:00 on Saturday, 25 May. Please note that trucks are not permitted on the roads on holidays or Sundays.

IEL (Inter ExpoLogistics) will begin returning empty containers as soon as the aisle carpeting is removed from the exhibit floor.
PLEASE NOTE: The entire process to return empties could take approximately 8 hours (inclement weather may delay this process).