

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

EBACE

23-25 MAY 2023 | GENEVA

Floor Plan as of 3 April 2023 and is subject to change

TARGET MOVE-IN DATES & TIMES

- TUESDAY, 16 MAY - 0800**
- WEDNESDAY, 17 MAY - 0800**
- THURSDAY, 18 MAY - 0800**
Thursday, May 18th is a bank holiday (Ascension). Truck traffic on this day is limited. Trucks over 3.5 tons cannot drive in Switzerland from Wednesday 17th at 22:00h until Friday, May 19th 05:00h. Any truck over 3.5 tons that wishes to be unloaded on Thursday, May 18th, must check into P49 on Wednesday, May 17th before 19:00h
- FRIDAY, 19 MAY - 0800**
- SATURDAY, 20 MAY - 0800**
Shell Scheme Exhibitors

EXHIBITOR MOVE-IN

- Check your assigned freight delivery on this target schedule.
 - Advance shipments sent to ExpoLog/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.

- EACs/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 on site. If you have questions, please contact exhibits@ebace.org or stop by the Exhibits office on site.
- Exhibitors who wish to come in after their targeted date/time do not need to submit a request.
- Stand construction is permitted until 15:00 on Monday, 22 May. At that time, all empty crates must be removed from the floor for aisle carpet installation.

NOTE: all freight trucks must check in at Lot P-49 before accessing the exhibit halls on your assigned target date. Trucks will be greeted by an ExpoLog representative on a first-come, first-served basis. Once paperwork is complete, ExpoLog will dispatch each truck as freight doors become available. All personal vehicles (POVs) must also check in at lot P-49 before accessing the exhibit hall.

EXHIBITOR MOVE-OUT

- Move out for indoor exhibitors will begin at 15:00 Thursday 25 May. All exhibit materials must be dismantled and moved into crates and secured by 17:00 on Friday, 26 May.
- NOTE: trucks are not permitted on the roads on holidays or Sundays.
- ExpoLog will begin returning empty containers as soon as the aisle carpeting is removed from the exhibit floor. NOTE: The entire process to return empties could take approximately 8 hours. Inclement weather may delay this process. **Please plan accordingly.**



EXHIBITOR WRISTBAND DISTRIBUTION
TUESDAY, 16 MAY - SUNDAY, 21 MAY ONLY