

| DEADLINES & IMPORTANT SUBMISSION                                                                                                                                                                                            |                                                                                                                                                                         | DEADLINES                                  |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------|
| <input type="checkbox"/>                                                                                                                                                                                                    | Submit your fascia name as per your company name, along with your logo and all branding requirements in <b>AI, EPS, or high-resolution PDF format.</b>                  | 25 <sup>th</sup> August 2026               |
| <input type="checkbox"/>                                                                                                                                                                                                    | Submit your stand design for hotel approval<br><i>** Please note that the organizer should receive the <b>technical drawing and 3D design</b> to approve the stand.</i> | 15 <sup>th</sup> September 2026            |
| <input type="checkbox"/>                                                                                                                                                                                                    | Register your complimentary passes as per your contract.<br><a href="#">Click here to register</a>                                                                      | 25 <sup>th</sup> August 2026               |
| <input type="checkbox"/>                                                                                                                                                                                                    | Deadline for placing your order for any additional items and services.                                                                                                  | 15 <sup>th</sup> September 2026            |
| <input type="checkbox"/>                                                                                                                                                                                                    | Set up the date for the event.                                                                                                                                          | 15 <sup>th</sup> September 2026            |
| <input type="checkbox"/>                                                                                                                                                                                                    | Set up date for the customized stands only.                                                                                                                             | 13 <sup>th</sup> October 2026              |
| <input type="checkbox"/>                                                                                                                                                                                                    | Set up date for shell scheme stands.                                                                                                                                    | 13 <sup>th</sup> October 2026              |
| <input type="checkbox"/>                                                                                                                                                                                                    | Collect your badges from the registration desk.                                                                                                                         | 13 <sup>th</sup> October 2026              |
| <input type="checkbox"/>                                                                                                                                                                                                    | At the end of the buildup, all booth construction must be finished.                                                                                                     | 13 <sup>th</sup> October 2026,<br>19:00 PM |
| <input type="checkbox"/>                                                                                                                                                                                                    | Dismantling all the stands.                                                                                                                                             | 15 <sup>th</sup> October 2026              |
| IMPORTANT NOTES                                                                                                                                                                                                             |                                                                                                                                                                         |                                            |
| The maximum height for a 9 SQM stand is <b>3 meters.</b>                                                                                                                                                                    |                                                                                                                                                                         |                                            |
| The maximum height for an 18 SQM or above stand is <b>3 meters.</b>                                                                                                                                                         |                                                                                                                                                                         |                                            |
| Exhibitors are responsible for any damage caused to buildings, floors, walls, and columns.                                                                                                                                  |                                                                                                                                                                         |                                            |
| Exhibitors are responsible for removing all waste during setup and dismantling. Contractors must remove all construction materials, printed materials, and packaging from the hotel premises upon completion of their work. |                                                                                                                                                                         |                                            |
| Corridors must always remain clear to ensure uninterrupted access for exhibitors, contractors, and suppliers.                                                                                                               |                                                                                                                                                                         |                                            |
| Exhibitors are responsible for cleaning their own stands.                                                                                                                                                                   |                                                                                                                                                                         |                                            |
| Cleaning services are only permitted when the exhibition area is closed to all attendees.                                                                                                                                   |                                                                                                                                                                         |                                            |
| Upon arrival at the hotel security booth, IDs will be exchanged for a gate pass.                                                                                                                                            |                                                                                                                                                                         |                                            |

Please feel free to contact me if you require any assistance. We will be happy to assist you.

Kindly send your requirements to: [flan.dsouza@gmevents.ae](mailto:flan.dsouza@gmevents.ae)

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