



Time Table of In-Hall Operations

ACTIVITY	DAY AND DATE	TIME
BUILD UP "Bare Space" stall holders can take possession	From Sunday, 13th January, 2008 Up to Monday, 14th January, 2008	1000 hours 1800 hours
Truck entry for delivery of exhibits in bare space stalls	From Sunday, 13th January, 2008	1000 hours
Possession to Shell Scheme stall holders	From Tuesday, 15th January, 2008 Up to Thursday, 17th January, 2008	1000 hours 1200 hours
Tempo / Car entry for delivery of exhibits in shell scheme	From Tuesday, 15th January, 2008	1000 hours
Last date for truck/tempo entry for delivery of freight	Before Wednesday, 16th January, 2008 NOTE: No truck/tempo will be allowed to enter the halls after 1800 hours on 16 January, 2008.	1800 hours
Completion of all stalls	Before Thursday, 17th January, 2008	1800 hours
Final Hall cleaning	On Thursday, 17th January, 2008	1200 hours
Laying of Carpet in Aisles	Thursday, 17th January, 2008	1600 hours
Opening Ceremony	On Friday, 18th January, 2008	1000 hours
EXHIBITION PERIOD Exhibition opens Exhibition ends	On Friday, 18th January, 2008 On Tuesday, 22nd January, 2008	1000 hours 1800 hours
BREAK DOWN Disconnection of all utilities	On Tuesday, 22nd January, 2008	1800 hours
Repacking of exhibits and emptying rented furniture	On Tuesday, 22nd January, 2008	1800 hours Onwards
Returning of rented items to the contractors	On Tuesday, 22nd January, 2008	2000 hours onwards
Dismantling of Shell Scheme Stalls starts	On Tuesday, 22nd January, 2008	2000 hours
Stall materials and exhibits must be removed	Before Thursday, 24th January, 2008	1200 hours
NOTE: No truck/tempo will be allowed to enter inside the halls before 2100 hours on 22nd January, 2008 for taking away the exhibits/stall material		

1. The exhibition halls will remain open for stall erection and dismantling purposes from 1000 to 2300 hours daily, during the build-up and break-down periods.
2. On exhibition days, exhibitors are permitted to enter the exhibition halls one hour before opening (i.e. from 0900 hours) and remain upto one hour after closing (i.e till 1900 hours) to service their stalls. **For security reasons, exhibitors who want to stay beyond closing time must obtain permission from the Organisers.**
3. Please liaise with the official freight clearing and forwarding agents in case exhibits are arriving earlier or later than the date specified.
4. Exhibitors may please note that small portable, costly and attractive exhibit items are most at risk of theft, usually after the Exhibition closes each day. Exhibitors are therefore advised to keep such items locked each day before leaving the exhibition halls.
5. Removal of non-portable and heavy exhibits will not be permitted before the evening of 22nd January, 2008. However, only small and portable items can be removed on 22nd January, 2008 after the closure of the exhibition. Repacking may be carried out until 2300 hours. The halls will be re-opened on the next day, i.e. on Wednesday, 23rd January, 2008 for packing and removal of exhibits from the halls. Please note that exhibits can be removed until 1200 hours on Thursday, 24th January, 2008.
6. Dismantling of shell constructed stalls will commence on the evening of Tuesday, 22nd January 2008. Exhibitors are advised to remove all display material from the partition panels, which they wish to carry back. All "Bare Space" Stalls must also be dismantled and all material must be removed before 1200 Hours, Thursday, 24th January, 2008.

(Organisers reserve the right to alter/amend the above schedule.)

This schedule is correct at the time of printing. Should there be any amendment to the above time table, an updated copy will be sent to the exhibitors.