

# 1. Move-in & Move-out Schedule

	CUSTOM-BUILT STAND	STANDARD BOOTH
Booth Construction	<u>Halls 1 &amp; 3</u> 3 Sep 9 am – 10 pm 4 Sep 9 am – 12 noon	N/A
Booth Decoration	4 Sep 10 am – 8 pm All booths must be fully decorated by 8 pm	
Move-In Exhibits	4 Sep (Please refer to schedule as printed on the vehicle pass)	
Move-Out Exhibits	9 Sep (Please refer to schedule as printed on the vehicle pass)	
Termination of Booth Electricity	5-8 Sep 7:30 pm 9 Sep 6:30 pm	
Booth Dismantling including Additional Lighting	9 Sep 8 pm - 12 midnight	N/A

## 1.1 Exhibitors' Access

To allow preparation work for exhibitors during fair period, the exhibition halls will be opened for exhibitors at 8:30 a.m. from 5-9 September 2017. **Exhibitors are reminded to wear exhibitors' badges when entering the exhibition halls. No exhibitors under 18 will be admitted.**

## 1.2. Over-time Penalty claimed by HKCEC

Exhibitors and/or their appointed contractors shall follow the move-in/out schedule. If the exhibitors or their appointed contractors work after 2400hrs on 3, 4 and 9 September 2017, they shall pay to the Organiser the over-time penalty claimed by HKCEC against the Organiser. The rate of the over-time penalty for individual hall is listed on section 4.2.4.