


EXHIBITION TIMETABLE

BUILD UP

ACCESS PERMITTED FOR	DATE & TIME	DETAILS AND DESCRIPTION
Halls 1 – 12, & Hall 15, Atrium ONLY (Space only Exhibitors) (Except Concourse, Hall 13 & 14)	Thursday , 30th October 08:00 – 08:00 hrs (24 hrs)	Access for all Space only stand contractors/exhibitors to commence build. PLEASE REFER TO THE "IMPORTANT GUIDELINES FOR BUILD UP, SHOW DAYS AND BREAKDOWN" (FIRST TAB ON THIS PAGE) TO UNDERSTAND HOW TO ACCESS THE HALLS AND GUIDELINES TO FOLLOW. EXHIBITORS ARE ADVISED TO SHARE THIS INFORMATION WITH THEIR STAND CONTRACTORS. A NON-COMPLIANCE FEE WILL BE CHARGED FOR NOT ADHERING TO THE EXHIBITION TIMETABLES, RULES & REGULATIONS, GUIDELINES MENTIONED BY DMG AND ADNEC.
Note: Stands located at hall entrances are classified by ADNEC as Concourse stands and must adhere to the same timetable and Space Only Regulations. No materials may be left on-site before 31st October 08:00 hrs. Non-compliance will result in a penalty of AED 5,000/- Eg: Stands at Hall Entrance 		
All Halls (Space only Exhibitors)	Friday, 31st October 08:00 – 08:00 hrs (24 hrs)	
All Halls (Space only Exhibitors)	Saturday, 1st November 08:00 – 20:00 hrs	All stand construction should be completed by 20:00hrs . If you require to work through the night, please inform the Operations Team onsite by 12noon on Saturday, 1st November as you may need wristbands to access the halls after 20:00hrs
All Halls (Shell Scheme Exhibitors) (Upgraded Shell Scheme Exhibitors) (Space only Exhibitors)	Sunday, 2nd November 08:00 – 20:00 hrs (Last day of buildup)	STAND DRESSING / DECORATION / TOUCH UPS / CLEANING ONLY. <ul style="list-style-type: none">◦ Shell scheme & upgraded shell scheme exhibitors are allowed access to their stands.◦ Contractors/Exhibitors found Painting, Cutting, Sawing, Sanding or Constructing stands in any way within this timeframe will incur a <u>non-compliance fee of AED 3,000</u> per incident.hour. Work will be stopped untill payment is made.

- All Contractors/Exhibitors must exit the exhibition halls by **20:00 hrs**.
- Contractors/Exhibitors found working in the halls after **20:00 hrs** will incur a **non-compliance fee of AED 7,000 per hour, maximum until 22:00 hrs. A non-compliance fee of AED 15,000 per hour will be charged for work conducted after 22:00 hrs until the time the security sweep will start. (This includes touch ups, cleaning or any activity or workers seen on the stand).**
- **Work on the stand will only be allowed to continue once we receive the full payment in cash.**
- Loading Bay Gates will close at **17:00 hrs**. Delivery vehicles, materials, display machinery, contractors, exhibitors and contractors will not be allowed into the venue. All vehicles at the loading bay area must be cleared by **18:00 hrs**.
- Civil Defense and Venue Security will conduct a security sweep throughout the venue.

ADNEC Health & Safety has made it mandatory for all exhibitors/contractors (anyone who will access the halls during build-up and breakdown) to wear hard hats during the build-up and breakdown along with other required PPE (high-vis, safety shoes and gloves).

Note that PPE can be purchased at the grocery store located in ADNEC Grandstand.

This compliance to the PPE (Personal Protective Equipment) observance and adherence has been essential throughout the build and breakdown of events taking place in ADNEC.

SHOW OPEN DAYS

Date	Professionals & trade visitors only	CONTRACTOR ACCESS
Monday 3th November	10:00 -18:00 hrs	Contractor access is only permitted after the show closes for the day from 18:00 hrs to 20:00 hrs only. Contractors need to ensure they have purchased the contractor pass from ADNEC and informed the Operations Team in advance.
Tuesday 4th November	10:00 -18:00 hrs	
Wednesday 5th November	10:00 -18:00 hrs	
Thursday 6th November	10:00 -17:00 hrs	

IMPORTANT
DURING SHOW
OPEN DAYS

- It is strictly prohibited to store any items behind exhibition stands or in any area of the venue that is not a designated storage area managed by the official freight agent.
- Exhibitors are responsible for arranging the removal of empty crates and boxes and/or storage until they are required for re-shipment at the end of the exhibition.
- If items are found behind exhibition stands or in any area of the venue that is not a designated storage area, it will be considered as rubbish and will be disposed of.
- Storage is available and can be pre-booked through the official freight contractor.
- There will be strictly NO access to contractors on the opening morning, except for 'stand by' electrical, AV/lights technicians and project managers. No building construction work, graphic replacement, or touch-ups can be done at this time.

BREAK-DOWN

Hall 10 – 14 & Concourse	Thursday 6th November (19:00 hrs)	<ul style="list-style-type: none">◦ PLEASE REFER TO THE "IMPORTANT GUIDELINES FOR BUILD UP, SHOW DAYS AND BREAKDOWN" TO UNDERSTAND HOW TO ACCESS THE HALLS AND GUIDELINES TO FOLLOW. EXHIBITORS ARE ADVISED TO SHARE THIS INFORMATION WITH THEIR STAND CONTRACTORS. NON-COMPLIANCE FEE WILL BE CHARGED FOR NOT ADHERING TO THE EXHIBITION TIMETABLE, RULES & REGULATIONS,
	Friday 7th November (Untill 12:00 hrs)	
<p>Note: Stands located at hall entrances are classified by ADNEC as Concourse stands and must adhere to the same timetable and Space Only Regulations.</p> <p>Eg: Stands at Hall Entrance</p> <div></div>		
Halls 1 – 9, Hall 15 & Atrium	Thursday 6th November (19:00 hrs)	
	Friday 7th November (Overnight)	

Important Guidelines for Build up, Show Days and Breakdown

IMPORTANT INFORMATION TO TAKE NOTE DURING BUILD UP DAYS

LAST DAY OF BUILD – SUNDAY, 2nd NOVEMBER 2025.

STAND DRESSING / DECORATION / TOUCH UPS / CLEANING ONLY.

- Shell scheme exhibitors are allowed access to their stands.
- Contractors/Exhibitors found painting, cutting, sawing, sanding or constructing stands in any way within this timeframe will incur a **non-compliance fee of AED 3,000** per incident/hour. Work will be stopped until payment is made.
- Entry to the holding area/ADNEC marshalling yards will stop from **18:00 hrs** for all deliveries and contractors, however, exit after this time will still be permitted.
- All Contractors/Exhibitors must exit the exhibition halls by **20:00hrs on 2nd November**.
- Contractors/Exhibitors found working in the halls after **20:00 hrs** will incur a **non-compliance fee of AED 7,000 per hour, maximum until 22:00 hrs. A non - compliance fee of AED 15,000 per hour will be charged for work conducted after 22:00 hrs until the time the security sweep will start. (This includes touch ups, cleaning or any activity or workers seen on the stand).**
- **Work on the stand will only be allowed to continue once we receive the full payment in cash.**
- Loading Bay Gates will close at **17:00 hrs**. Delivery vehicles, materials, display machinery, contractors, exhibitors and contractors will not be allowed into the venue. All vehicles at the loading bay area must be cleared by **18:00 hrs**.
- Civil Defense and Venue Security will conduct a security sweep throughout the venue.

IMPORTANT INFORMATION TO TAKE NOTE DURING BUILD UP AND BREAKDOWN

- Stands located at hall entrances are classified by ADNEC as Concourse stands and must adhere to the same timetable and Space Only Regulations. No materials may be left on-site **before 31st October 08:00hrs**. Non-compliance will result in a **penalty of AED 5,000/-**.
- Information on Holding Area for trucks and ADNEC traffic plan will be shared closer to the show.
- All trucks must present a mandatory **Permission to Build Certificate & dmg events Vehicle Access pass** to the security for queuing at the holding area. All vehicles attempting to go directly to ADNEC Marshalling Yards will be refused access.
- Vehicles are released as per availability of the Marshalling Yards with a 30minute limit on all deliveries.
- Drivers and/or contractors must register and acquire ADNEC contractor badge.
- **NO ADNEC contractor badge NO ENTRY**. Please fill the attached [ADNEC Contractor & Vehicle Access Order Form](#) and send it to the email id on the form to purchase the badges in advance.
- Indicate on the vehicle windscreen the name of the Exhibition and the Exhibiting Company Name and Stand Number.

- PPE Equipment including hard hats is made mandatory by ADNEC, high visibility vests and protective footwear must be worn by all persons including stand contractors and exhibitors accessing the venue halls during build up and breakdown period.
- **Organiser &/or Venue Health & Safety will stop work on the stand if the workers are not wearing proper PPE Equipment.**

High Visibility Vests



Safety Shoes



Head Protection (Hard Hats)



IMPORTANT INFORMATION TO TAKE NOTE DURING BREAKDOWN

- Contractors/Exhibitors need to ensure they follow the date and timings relevant to their stand and hall. Stands located at hall entrances are classified by ADNEC as Concourse stands and must adhere to the same timetable and Space Only Regulations.
- Exhibitors will receive a detailed breakdown letter, dropped on their stand onsite.
- Removal of exhibits & dismantling of stands/ All Shell Scheme exhibitors must clear their product and belongings as shell scheme stands will be dismantled during the night after the show closes.
- Contractors found dismantling or packing their stands before show close at **17:00 hrs on Thursday, 6th November** will be charged **a non-compliance fees.**
- Exhibits must be cleared from the stands by **00:01 hrs on Friday, 7th November.**
- Stand Electrics will be turned off at **17:30 hrs on Thursday, 6th November**
- The organiser and the venue are not responsible for items left in the hall during breakdown. Exhibitors/ Contractors need to ensure that no items are left behind before leaving the venue.
- All Contractor truck are required to go to the Holding area before proceeding to ADNEC Marshalling yards. Contractors need to ensure that the stand has been fully dismantled before their trucks reach the ADNEC Marshalling yards.
- Stand fittings and waste materials must be cleared from the Halls by **12:00 hrs on the last day of breakdown as per their stand location. A non-compliance fee of AED 10,000/-** will be charged if rubbish is left behind and will be deductible from the Security deposit.

Space Only Regulations

The following exhibition stand guidelines, rules and regulations are provided by the event organisers to ensure that each exhibitor has an equal opportunity to display their products and / or services. Please take the time to ensure that your stand design and build complies with these guidelines, rules and regulations to prevent unnecessary delays and onsite changes.

- Space only exhibitors must submit stand designs through [Form 3](#) regardless of their location & stand size at the event.
- Mandatory supporting documentation listed below must be submitted through [Form 3](#).
- Appoint professional stand contractor who are able to submit stand designs and mandatory supporting documents.
- Space only exhibitors who wish to build their own stand must ensure that their structural engineer will be responsible for submitting stand designs and mandatory supporting documents.
- It is the stand contractor's responsibility to manage the expectations of their clients. Please ensure that the design, build and fit out of the stand can be completed in line with the build schedule and regulations.

STAND DESIGN SUBMISSION CHARGES - NEW

- These charges need to be paid upfront to submit Form 3 - Stand Design Submission And Contractor Agreement in the online exhibitor manual. We will only be accepting and reviewing designs which are submitted through the online exhibitor manual.
- **Space Only Stands** - Stand contractor/Exhibitor must pay a fee of **USD 340.37 (AED 1250) + VAT** for every stand design submission.
- **Country Pavilions** - Stand contractor/Exhibitor must pay **USD 680.74 (AED 2500) + VAT** for every country pavilion design submission.
- **Late Submission** - In case Form 3 is submitted after the deadline (**3rd September 2025**), there will be an additional late fee of **USD 170.18 (AED 625) + VAT** for every design submission.

ADNEC STRUCTURAL REVIEW CHARGES

- For any double decker and complex stands (or above 4m), we are required to send the 3D, Technical Drawing and Structural Calculations to ADNEC for their review.
- ADNEC charges **AED 1,737 per submission** to review these documents and these charges are paid directly to ADNEC.
- These stands are regularly monitored onsite by the ADNEC Structural Engineering Manager.
- Please ensure to submit all correct documents as there is an additional charge for resubmissions.
- For more information on the ADNEC charges and guidelines, please refer to **STAND STRUCTURE REVIEW PROCESS FOR SPACE ONLY EXHIBITOR**.

MANDATORY VISUAL DOCUMENTATION - CONTRACTORS

All contractors are required to take photographs and videos of the stand area and adjacent aisles both before the commencement of construction and after the breakdown, ensuring that all elements have been removed. This visual documentation is mandatory and will be used for verification purposes in the post-show report.

STAND DESIGN SUBMISSION – GUIDELINES, RULES AND REGULATIONS

The below information must be adhered to with all stand designs

SUBMIT STAND DESIGNS & UPLOAD ALL MANDATORY SUPPORTING DOCUMENTATION LISTED BELOW THROUGH:

Form 3 – Stand design submission & contractor agreement form – Deadline: **3 September 2025**

- 3D Visuals / Renders
- Detailed Structural drawings including all dimensions, structural stability and general arrangement of stand.
- Valid insurance certificate (Applicable to stand contractors / stand contractor only). Please refer to the "[Stand Contractor Insurance - Space Only Stands](#)" page in the manual for more details.
- Valid Trade License
- Risk assessment (to be filled online)
- Method statement (to be filled online)
- Refundable Security Deposit Cheque along with the Security Deposit Form ([click here](#)) must be submitted. **Deadline: 1 October 2025**

It is important to ensure all documents required in [Form 3 – Stand design submission & contractor agreement form](#) is submitted correctly and in the first attempt. This is to ensure there are no delays in receiving the "Permission to Build" certificate from the Operations Team. This will also result in completion of stand build during build up on time. Please make sure to go through the "[Space Only Regulations](#)" page in the online exhibitor manual. For clarifications or queries on the regulations, please feel free to contact the Operations Team on operations@adipec.com .

All stands are subject to an onsite engineering inspection by the Organiser and the Venue Health and Safety department. The Organisers reserve the right to prevent the build of stands which are considered, to be unsafe or do not conform to health and safety guidelines and regulations and/or have not been submitted/ assessed before commencing with the build. Such stands need to be adjusted at the stand contractors or exhibitors expense.

IMPORTANT: Stand structures failing to comply with the venues' engineering requirements may be closed.

IMPORTANT NOTES:

Please note that ADNEC is now Abu Dhabi EHSMS (www.adehsms.ae) compliant** and any companies working or operating in Abu Dhabi must comply with the AD EHSMS laws and regulations / codes of practice. All work must be carried out within the requirements of the rules and regulations of the venue and those within the EHSMS Codes. Licensees are responsible for submitting full details of all complex structures no later than 10 days before the license period begins. Any complex structure that is modified after its initial submission to ADNEC must be resubmitted by the Licensee with details of all modifications and a structural engineer's confirmation that the final overall design is safe for its purpose.

Failure to comply with the below space only regulation will result in non-compliance fees and any cost incurred from damages to the venue or another stand will be deducted from the submitted security deposit.

[Click here](#) to view Security Deposit procedure

[Click here](#) for Warning Regulations & Non-Compliance Fee

ADNEC RULES & REGULATIONS

Fire Extinguishers on the stands

- All Space Only stands to have Fire Extinguishers - 1 x DCP Dry Chemical Powder and 1 x CO2) - placed on the stand.
- Fire Extinguishers should be hung on a wall via a purpose-made wall mount or bracket or located on a fire extinguisher stand - not directly on the floor.
- Fire Extinguishers provided by exhibitors or their contractors can be removed at the end of the exhibition period.

- **Double Decker stands:** 1 Set of fire extinguishers to be placed on each floor or level of the structure - again hung from the wall or on a stand - not directly on the floor.
- **Stands with A/C Units:** 1 Set of fire extinguishers to be placed in the immediate vicinity of the A/C unit. This requirement is in addition to the fire extinguishers that are to be placed in the general area of the stand.



Storage

- All storage rooms must have a vision panel on the door.
- All storage rooms must have 1 Set of fire extinguisher installed on the wall (Not on Ground).

Air Conditioning Units

- Stands with A/C units must have louvre ventilation grilles built into walling or doors when in an enclosed space, comprised of aluminium.
- **Stands with A/C Units:** 1 Set of fire extinguishers to be placed in the immediate vicinity of the A/C unit. This requirement is in addition to the fire extinguishers that are to be placed in the general area of the stand.
- An exhaust fan and exhaust/ventilation pipe should be available, connected to the A/C unit, which directs upwards to disperse vented air.
- These grilles are to ensure suitable exchange of air and to ensure proper ventilation of the units. Closed rooms without ventilation grilles will not be acceptable, even if they are open at the top.



Health and Safety

- No work will be allowed in the halls and loading bays without wearing **proper PPE (Hard Hats, Safety vest, Safety shoes and Gloves)**
The aforementioned PPE is Mandatory, and we have OSHAD inspectors on site to verify and inspect.
- Coordinate with FM & HS for any muting request.
- Any kind of hot work is not allowed inside halls. They can do it outside the halls in a designated areas by getting Hot Work Permit with full control.
- Ensure that all fire hose cabinets, fire calling points (Break Glass), washrooms (toilets), emergency exits & emergency safety cabinet are not blocked at all mainly behind the stage there must be access to the EXITS VE Doors and Fire Hose Cabinets
- Submit structural calculations and technical data of all complex structures including the stage or any walled area
- Make sure that you have approvals / NOCs form all other departments (Security, Traffic, VD, FM, Mains & Rigging etc.)

- Ensure that all rigging motors / slings / traps are certified by independent 3rd party.
- Provide sets of fire extinguishers in any store within the stand or hall.
- Sample ladders allowed onsite.



Please note, the below are new guidelines from ADNEC. These are an addition to the already existing rules that have been laid down by ADNEC. Please ensure the previous guidelines along with the new guidelines are followed to avoid inconvenience onsite.

ADVERTISING / BRANDING FEE (HANGING BANNER, CUBES, ETC)



All stands are required to pay branding fee should they wish to hang any form of branding/ advertising above their stand. The only exception to this rule is lighting rigs and trusses which do not carry any form of branding or advertising (including logos). There is no branding fee for Pavilion Flags.

Total Booked Stand Space	Amount in US\$
0 – 50 SQM	4,650
Above 50 SQM	7,950

Please contact the ADMIN team at admin@adipec.com to request the contract needed for signing to issue the invoice.

Note: Existing exhibition space contract terms and conditions apply to this additional product. The 5% vat will be applied on your total product invoice.

- Banners or any form of suspension are NOT permitted in Hall 13 (CP 1), Hall 14 (Grandstand), Atrium. Low Ceiling area and Concourse areas.
- Company branding of any form is not allowed to overlook a neighbouring stand. Banners must not exceed the surface area of your stand.
- Suspensions are allowed from the venues ceiling rigging points, however, it is not permitted to suspend or support the exhibition stand from the venue ceiling. Suspensions from the venues' ceiling must not be connected to the exhibition stand, floor or any other part of the venue hall in any way.
- There should be a gap of minimum 20cm between the hanging structure and the stand and clearance of 1.5 meters from the venue ceiling to the top of the stand must be observed.
- Rigging will not be possible for in Hall 13 (CP 1), Hall 14 (Grandstand), Hall 17 (Marina), Atrium. Low Ceiling area and Concourse areas.

- These charges are an advertising fee only and **DO NOT** include the production and rigging of the banners.

A non-compliance fee is applicable for stands with hanging structure which are found to be connected to any grounded structure (the stand will need to be revised so as the suspension/s do not connect to the stand or the floor.)

ELECTRICAL MAINS & POWER SUPPLY

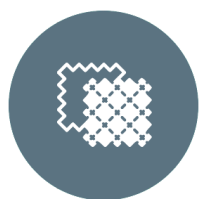


Electrical mains power supply requirement must be ordered through the [Electrical Mains & Power Supply Form](#). Your stand contractor must have their own distribution board or may order one through our official contractor (GES).

It is prohibited to take electrical supply from sockets located in the exhibition hall walls during buildup, show open and breakdown.

For more information, please contact our official contractor GES on adipec@ges.com for details.

FABRIC & MATERIALS



All building material must be fire retardant and certificate should be provided upon request from Venue Health & Safety.

All textile materials being used for decorative finishes to stands must fulfil the following health & safety criteria:

- Shall be able to pass a test for flammability or for surface spread of flame
- Fire retardant certificate is to be submitted for any fabric used on the stand
- Shall be fixed taut or in tight pleats to a solid backing
- Shall be secured at floor level
- Shall not ignite when subjected to a flame after 10 seconds
- Shall not have an afterglow when subjected to a heat source for 10 seconds
- Any paint used should be water-based and the use of paint sprayers in the halls is not permitted

All materials used in the construction of stand fitting and displays shall be either:

- Non-combustible material
- Flame resistant plastic
- Flame resistant boarding
- Timber of any thickness, treated to be flame resistant
- Timber of any thickness of more than 25mm
- Chipboard or block board more than 18mm thick

FLOORING



All Space only stands are **NOT** provided with any flooring/carpet or stand fittings on their allocated space. Contractors must include suitable floor cover such as **carpet, platform, etc.** for the allocated space. Please follow the below guidelines:

- No chalk is to be used to mark floors in any permanently carpeted areas
- Only three types of tape can be used; Euro tape, Eurocel and Advance tape. Please do not use plastic packing tape, gaffer tape, masking tape and drafting tape, as they are extremely difficult to remove.
- Exhibitors & stand contractor are responsible for ensuring that adhesive tapes used to fix carpets or other materials to floor areas are removed after use without damage to the floor. Correct carpet tapes can be purchased from our Official contractor, GES onsite.
- Carpets must be installed under all stands to avoid floor/ marble damages (in case there is no platform).
- It is NOT permitted to drill foundations or any part of the stand into the venue floor or walls under any circumstances.
- Do not paint, tape, nail, screw, drill or tack anything to the walls, columns, floor or ceiling of the venue or adjoining stands/displays.
- **Floor cover must be placed for all the Space Only stands to avoid any floor damage, ie. scratches, paint spills, etc. All works like cutting and painting to be done with protective covering. A non-compliance fee is applicable if any damage to the venue flooring is found.**
- **Any damage made to the venue will be charged back to exhibitor/stand contractors and will be deducted from the security deposit.**
- **The venue will examine the floors after the removal of tapes. If the floor is damaged, particularly from the tapes other than those approved by the venue, exhibitors / stand contractors will be liable for the cost of any repairs.**
- Platform / raised floor edges must be finished in a safe manner. Plastic protection strips should be placed over all corners or they should be finished with a curved round edge. Finishing of stand floor edges in metal strip sections is not permitted.
- **WHEELCHAIR ACCESS & RAMPS:** Where a stand is 3m depth / width or greater with raised floor / platform of 10cm and above, a policy requirement exists to provide suitable access for wheelchairs. This should be provided in the form of a built-in 1000 mm wide ramp, with sides clearly defined, at not more than 1:12 gradient. Ramps in the walkway outside of the stand floor area are NOT permitted. External ramps are NOT allowed.
- Stand designs submitted without clear indication of wheelchair access where there is platform (10cm and above) will not be accepted for assessment.



- **STAND BUILD & EXHIBITS:** All contractors should bring only prefabricated structures/items that can be installed on site at ADNEC rather than build on site to avoid dust accumulation in the halls during build up. **ON THE LAST DAY OF BUILD:** there will be no scope to work past the time indicated in the [Exhibition timetable](#) Any build that is not complete or requiring changes will need to obtain special permission from the organizer and the venue to carry out pending work after the show closes on the first day. **A non-compliance fee will be charged for not adhering to the exhibition timetable.**
- **COMPANY NAME, STAND NO. & STAND CAPACITY:** Exhibitor's company name and / or logo and stand number must be prominently displayed on the stand. Stand designs will be rejected if this is not adhered to.
- **DUST:** Activities like wood / metal / plastic cutting that creates dust is strictly prohibited inside the exhibition halls. Dusting / sanding / grinding work to be carried out in the designated areas and outside the halls unless, the contractor uses a sanding machine with complete dust extraction.
- **AISLES & GANGWAYS:** All stand contractors/exhibitors must ensure that all aisles/gangways surrounding the stand are not blocked during build-up and break- down. No part of any stand or exhibit, including fascia, signs, lighting (spotlights, armlights, etc), corner posts, floral or other fittings shall protrude into or overhang any aisle/gangway or adjacent stands, obscure any fire or exit signs. Additionally, any display or other items suspended from the ceiling or attached to the stand must not project over the space taken by another exhibitor. In addition, storage behind stands specially perimeter stands is strictly forbidden. Any items (including stand materials) left behind stands will be disposed of immediately during the daily master cleaning.
- **DOORS & WINDOWS:** Doors and / or windows along aisles / walkway edges must open inwards to the stand and not open on to the aisle. Handles must not protrude on to the aisle. Storage room doors within a stand build must have Portholes / Clear view windows or similar. Should you decide to use full glass walls, doors or windows please ensure the glass is clear and provide visual indication such as partial frosting, logo or caution stickers etc. to avoid visitors accidentally walking into them.
- **ROOF OF STANDS:** It is **MANDATORY** to cover and dress the top of stands. The top view of the stand should be included in the 3D visuals / Renders & structural drawings. **This is applicable to stands located in the ATRIUM & CONCOURSE. A non-compliance fee will be charged if a stand is found without proper dressing.**

- **FIRE EXITS:** Fire exits and signs must NOT be blocked by any exhibitor / contractor material or equipment at any time. A 1m clear gap must be maintained between the stand and venue wall. Access to wall mounted fire hoses, extinguishers and manual call points must always be kept clear. Storage of boxes, materials, ladders, paints and general waste is not permitted at any time behind the stands.

HEAVY MACHINERY / VEHICLES / EQUIPMENT (EXHIBITS & DISPLAYS)



If vehicles / heavy machinery / heavy equipment will be displayed on your stand, you must plot the locations of these displays in your stand design submission.

It is the responsibility of the exhibitor to make sure that vehicle is cleaned, orders can be placed through the [stand cleaning form](#).

dmg events has the right to refuse vehicles / heavy machinery / heavy equipment entry to the exhibition halls if these rules are not adhered to.

Please contact the Show Operations team on operations@adipec.com for the necessary approval, receive the confirmation on dates for delivery of heavy machinery equipments and vehicles, vehicle arrival form and refer to the [Heavy Machinery Form](#). These forms should be submitted by **30 September 2025 to allow time for our freight forwarding partner, DSV to schedule pick up and/or delivery of your shipment and to avoid any inconvenience later.**

HEIGHT



- **ATRIUM**
Single level stands - 4m
Low ceiling area - 3.8m
Double decker stands - 6m
- **ATRIUM LINK**
Single level stands - 2.5m
NO double decker stands permitted
- **CONCOURSE**
Single level stands - 3m
NO double decker stands permitted
- **Halls 1 – 12 and Hall 15**
Single level stands - 4m
Double decker stands - 6m
- **Hall 13 (CP 1), Hall 14 (Grandstand) and Hall 17 (Marina)**
Single level stands - 4m
Double decker stands are NOT permitted.

For more information on the ADNEC charges and guidelines, please refer to **STAND STRUCTURE REVIEW PROCESS FOR SPACE ONLY EXHIBITOR.**

PLEASE NOTE, DOUBLE DECKER STANDS ARE PERMISSIBLE FOR STANDS WHICH ARE 36 SQM AND ABOVE (EXCEPT IN THE CONCOURSE, ATRIUM LINK, HALL 13, HALL 14, HALL 17 AND LOW CEILING AREA). FOR STANDS BETWEEN 21 - 36 SQM, APPROVAL WILL BE REQUIRED FROM THE OPERATIONS TEAM WHICH WILL BE GIVEN ON CASE TO CASE BASIS.

STRUCTURAL CALCULATIONS MUST BE PROVIDED FOR ALL STAND CONSTRUCTION UPON REQUEST FROM THE OPERATIONS TEAM AND/OR ADNEC HEALTH & SAFETY TEAM. ADNEC WILL BE REVIEWING THE STRUCTURAL CALCULATIONS ALONG WITH THE OTHER STAND DRAWINGS. ADNEC CHARGES A MANDATORY FEE OF AED 1,654 PER SUBMISSION FOR ANY DOUBLE DECK STANDS AND COMPLEX STANDS THAT REQUIRES STRUCTURAL CALCULATIONS REVIEW. (PLEASE NOTE, ADNEC CHARGES MAY DEFER BASED ON THE STAND DRAWINGS).

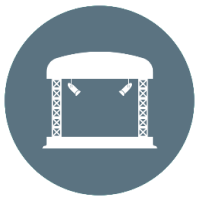
SCAFFOLD TOWERS



- The use of scaffold towers must be in accordance with the manufacturer's recommendations. Abu Dhabi Municipality rules do not allow employees to be exposed to falls of 2 meters or greater at any time in a construction environment.
- Scaffold towers must be fully erected when in use, with a double handrail, sufficient working platform areas, a safe method of access and egress and not exceeding a height of 3.5 times the shortest width of the tower for internal use and 3 times externally.
- Outriggers must be used or stability achieved through an alternative means.
- Scaffold towers must not be moved whilst persons are situated on the tower.
- All Scaffolds must be designed to withstand the loading that is required. The tower must only be used for work and not be used as a base for lifting.
- Towers must be locked off and level when in use.
- Persons involved in scaffolding work must be competent for the erection and design of scaffolding. It is the employer's duty to ensure that the persons carrying out the work are competent to do so and the manner of work is safe.
- Scaffold erectors must adopt a working method that is safe to themselves and others. They must be protected from falls at all time. This can be through handrails or harness use or a combination of both. Harness is MANDATORY.
- Materials shall be stored and moved without risk to persons below and should be suitably signed to warn of overhead activities.
- It is the contractors responsibility to ensure all scaffold towers (fixed and Mobile) display a 'Scaff Tag'* carrying the following information: Date erected / Use / Loading / last inspection and inspected by.



TRUSSING & RIGGING



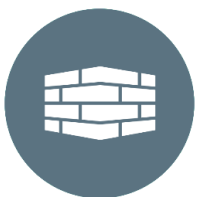
ADNEC services department is the sole provider of all top and primary rigging at the venue. Rigging / roof points must be ordered through the [Rigging Order Form](#).

The following information must be submitted before **30 September 2025**, please [click here](#).

If you wish to have hanging banner or more information on suspensions, please refer to [ADVERTISING / BRANDING FEE \(HANGING BANNER, CUBES, ETC\)](#) under General Information for regulations to be followed.

Pre-notification of intent to suspend any of the above listed items is required a minimum of 3 weeks prior to the first day of build-up. For further information, please email capital360.mr@adnec.ae

WALLING



- Long runs of walling on the open perimeter side are not permitted. Perimeter walls must not exceed more than 30% of its length, on any open side of the stand; i.e. facing into an aisle or any open area/space of the show hall. This includes front, back and side perimeter walls.
- The inclusion of large enclosed areas within a stand can only be permitted with the Organisers' prior written permission.
- Back and side walls must be built where there are adjoining / neighbouring stands, except in case of an island or free standing stand. Exhibitors with adjacent / neighbouring stands, must dress & paint the rear surface of their wall white. **This is applicable if the dividing wall is 2.5m and higher and for stands in the CONCOURSE AREA.**
- All exhibitors are equal, regardless of booth size and should be given equal opportunity, within reason, to present their product in the most effective manner to the audience. Therefore, all exhibitors must ensure their stand and that of their neighbours has equal visibility from the aisle, and vice versa.



All stand contractors/exhibitors are responsible for their own waste removal during build-up and tear-down. Your appointed stand contractor(s) should remove the build-up material outside ADNEC premises and not inside the marshalling yards. Paint cans should not be thrown inside the skips and should be removed from ADNEC premises. The skips area must be kept free at all times to allow uninterrupted access for ADNEC. The tenanted space must be vacated with all adhesive tapes, paint and similar traces completely removed.

Please note, skips can be hired only from ADNEC. This includes construction waste skips. Please click [here](#) for the form or contact ADNEC: customer.services@adnec.ae / Tel: +971 2 406 3666. No skips from external suppliers will be permitted to the ADNEC site.

Water & waste orders are subject to venue approval. Please contact GES at adipec@ges.com or call +971 4 885 5448 for information.

There are some areas like Atrium and Concourse where this service is not possible.

- Water & waste is available at specific locations within the venue halls from designated floor service pits. Water & waste is NOT available from the electrical service trenches.
- Supply pipes are not permitted to be installed across gangways or emergency routes.
- Stand exhibitors and contractors are responsible for the supply and installation of any aesthetic dressing required to water and waste pipes installed.
- All water & waste fittings must be accessible at all times in case of emergency.
- Water is supplied by ½" standard tap from standard municipal water mains at nominal pressure of 3.5bar.
- Waste is supplied by means of standard 38mm drain.
- Waste is suitable for liquid water disposal ONLY. Foodstuffs, oil (including edible oils), dyes, chemicals and other contaminants MUST NOT be disposed of via waste water drains.

ADDITIONAL GUIDELINES, RULES AND REGULATIONS

[Click here](#) for WARNING & NON - COMPLIANCE FEE information

[Click here](#) for ATRIUM stands info & regulations.

[Click here](#) for DOUBLE DECK stands info & regulations.

[Click here](#) for ADNEC review submission form for complex structures.

We urge all exhibitors and contractors to consider all health & safety aspects during the build-up, show-open and break-down days; an accident onsite may prove costly. Please make sure that you and / or your contractor has adequate insurance cover.

MAKE SURE YOU WEAR YOUR PERSONAL PROTECTIVE EQUIPMENT (PPE) TO AVOID REFUSAL OF ENTRY TO THE VENUE.

PERSONAL PROTECTIVE EQUIPMENT(PPE) REQUIREMENTS



ADNEC Health & Safety has made it Mandatory for all exhibitors/contractors (anyone who will access the halls during build-up and breakdown) to wear hardhats during the build-up and breakdown along with other required PPE (high-vis, safety shoes and gloves). Note that PPE can be purchased at the grocery store located in ADNEC Grandstand.

This compliance to the PPE (Personal Protective Equipment) observance and adherence has been essential throughout the build and teardown of events taking place in ADNEC. Therefore, the main objective is safety compliance not just for legal and financial reasons but also moral there is a risk of people having minor injuries injury which can lead to long lasting health effects.

MANDATORY HEAD PROTECTION (HARD HAT):



During buildup and breakdown, all employers are required to provide each member of their team with a personal hard hat when overhead work is being carried out or where there is a risk of falling objects. This includes the erection of steel work, lifting operations, the building of double-decker stands and any area where there is a risk of objects falling from above.

MANDATORY HIGH VISIBILITY CLOTHING (HIGH VISIBILITY VEST):



High visibility vests are compulsory and should be worn by each of the work force operating anywhere within our venues during buildup and breakdown periods. Stand contractors, Supervisors or Managers should wear a specific colour high visibility vest so they can be easily identified at the venue.

MANDATORY FOOT PROTECTION:



Shoes need to be hard capped to protect against injury. Sneakers, sandals, open/soft toe footwear or everyday shoes will no longer be allowed in the exhibition halls, marshalling yards and conference halls during buildup and breakdown periods of the event at the venue.

BUILD UP & BREAK DOWN SCHEDULE AND REGULATIONS.

Please refer to the [Exhibition Timetable](#) for dates and times of build-up, show-open and break-down. It is the responsibility of the exhibitor to ensure that the appointed stand contractors are able to construct the stand within the time allocated. Failure to do so will result in an onsite non-compliance fee. Due to the tight time frames we insist that your stand is pre-fabricated off-site and assembled onsite.

All stand contractors/builders must report to the holding area before being directed to the ADNEC marshalling yard. Any vehicle attempting to go directly to the ADNEC marshalling yard will be refused access.

A detailed breakdown letter will be distributed to all stands during the show period, listing procedures for a smooth and safe break-down. Please note that it is the exhibitors' responsibility to distribute this letter to your stand contractor so they are fully aware of the set procedures and therefore will not delay the break-down. Should the stand not be dismantled as per the breakdown schedule, non-compliance fee and third party costs will be deducted from the security deposit.

STAND STRUCTURE REVIEW PROCESS FOR SPACE ONLY EXHIBITOR

STAND DESIGN SUBMISSION CHARGES - NEW

- These charges need to be paid upfront to submit Form 3 - Stand Design Submission And Contractor Agreement in the online exhibitor manual. We will only be accepting and reviewing designs which are submitted through the online exhibitor manual.
- **Space Only Stands** - Stand contractor/Exhibitor must pay a fee of **USD 340.37 (AED 1250) + VAT** for every stand design submission.
- **Country Pavilions** - Stand contractor/Exhibitor must pay **USD 680.74 (AED 2500) + VAT** for every country pavilion design submission.
- **Late Submission** - In case Form 3 is submitted after the deadline (**3rd September 2025**), there will be an additional late fee of **USD 170.18 (AED 625) + VAT** for every design submission.

ADNEC STRUCTURAL REVIEW CHARGES

- For any double decker and complex stands, we are required to send the 3D, Technical Drawing and Structural Calculations to ADNEC for their review.
- ADNEC charges **AED 1,737 per submission** to review these documents and these charges are paid directly to ADNEC.
- These stands are regularly monitored onsite by the ADNEC Structural Engineering Manager.
- Please ensure to submit all correct documents as there is an additional charge for resubmissions.
- For more information on the ADNEC charges and guidelines, please refer to [STAND STRUCTURE REVIEW PROCESS FOR SPACE ONLY EXHIBITOR](#).

[Click here](#) for the **Certificate of Integrity** form.

[Click here](#) for the **Complex Structure Inspection** form.

[Click here](#) for the **Complex Structure Submission Review** form.

Payment for the double decker/complex structure inspection can be made at the ADNEC customer service desk which is located in the link area of the venue or a member of the finance team will accompany the structural engineer to the stand in order to obtain payment via a PDQ machine.

Alternatively payment can be made in advance via electronic transfer or credit card. Please contact ADNEC for payment details.

Exhibitors or contractors should ensure that they reference ADIPEC 2025, the name of the stand and the Hall number in any correspondence.

Please contact our Show Operations Team operations@adipec.com for further information.

Please consider the following sustainability guidelines for ADIPEC 2025.



SUSTAINABLE FOOD PRACTICES



ENERGY



WASTE MANAGEMENT



SPACE DESIGN AND PRODUCTION



INTERNATIONAL TRAVEL



SUSTAINABLE MATERIALS SELECTION



LOCAL TRANSPORT



WATER

STAND CONTRACTOR INSURANCE

It is obligatory for all individual stand builders or stand contractors engaged in the build-up, show days and breakdown of booth / stand at any of our exhibitions to carry the **contractor’s all risks including third party liability insurance** during the period of the exhibition and territory.

If you already have the abovementioned insurance policies covered during the exhibition period and territory, please submit the relevant evidence through the **FORM 3 – Stand Designs & Contractors Agreement submission form** along with the rest of the mandatory requirements or contact operations@adipec.com

Should you require any assistance in arranging **contractor’s all risks including third party liability insurance**, please contact our official insurance partner **AON Middle East LLC** and follow the below application procedures.

PREMIUM INDICATION

Contractors all risks insurance	Sum insured (AED) for Section 1 (Contract value of the fit out / erection of stand)	Premium (AED)
Upto	50,000.00	975.00
Upto	100,000.00	1,625.00
Upto	150,000.00	2,275.00
All the above options include third party liability (as Section 2) with a limit of USD 2 million any one occurrence		

Download to complete mandatory forms

- [CLICK HERE](#) to download Proposal form
- [CLICK HERE](#) to download KYC (Know Your Customer) Form – (must be stamped and signed by the authorized signatory)

Make a payment

- Please note payment has to be made directly to insurer - QIC via bank transfer/deposits as per attached bank details. [CLICK HERE](#)
- Credit card authorization form for credit card payments. [CLICK HERE](#)

Submit your application to one on AON's representative:

Snehal Bawankar | snehal.bawankar@qicuae.com | +971 4 702 4830

Cibin Joy | cibin.joy@aon.ae | +971 4 202 3121

Anoop Krishna | anoop.krishna@aon.ae | +971 4 202 6157

Upon receiving the required forms & details, the above associates would arrange for an invoice for the premium due based on the proposal form completed / options chosen. The premium would need to be settled directly to insurers QIC as per the above method of payment. The relevant insurance documents (certificate) will be arranged by the associates upon completion of the above process and realisation of funds (premium) in the insurers' bank account.

Security Deposit Regulations


To ensure smooth delivery of stand build to all exhibitors, all stand contractors are required to submit a refundable security deposit for each stand they are delivering prior to arrival onsite for build-up.

Permission to Build Certificate & dmG Vehicle Access passes will not be issued if the security deposit is not submitted. Access to the halls will NOT be granted & contractor badges will not be issued if contractor doesn't have these 2 documents.

WAYS TO SUBMIT SECURITY DEPOSIT:

- **LOCAL EXHIBITORS:** By depositing cheque to our **Dubai UAE** office along with the completed [Security Deposit CHEQUE Form](#) (*Cheque will not be cashed unless a violation has been made against the set regulations which results in deduction of fees deposited*).
- **INTERNATIONAL EXHIBITORS:** Via bank transfer (click here to download [dmG bank details](#)) and completing the [International Security Deposit Form](#)

Security Deposit submission deadline is **1 October 2025**

BANK NAME		No. 0000
YOUR NAME ANY STREET, ANYTOWN Tel: (001) 555-0000		DATE _____
PAY DMGE Exhibitions Organization and Management - Sole Proprietorship LLC		AMOUNT: <input type="text"/>
CURRENCY _____		 SECURITY FEATURE INCLUDED
RE _____		
CHEQUE NUMBER:XXXXXXXX		SIGNATURE _____

SECURITY DEPOSIT RATES ARE CALCULATED AS FOLLOWS:

- Space only exhibitors between 1 sq m to 50 sq m – **AED 15,000** / each stand
- Space only exhibitors between 51 sq m to 100 sq m - **AED 20,000** / each stand
- Space only exhibitors between 101 sq m and 150 sq m - **AED 25,000** / each stand
- National Pavilions between 1sq m to 100 sq m blocks - **AED 25,000** /each pavilion block

IMPORTANT

- For all submissions, please ensure that **Exhibitor name, Contractor name and show name** are included as your transaction reference.
- For a smooth build-up, please ensure that your representative has a copy of the receipt or a swift copy of the transfer made.
- For bank transfers, please note that dmgevents will NOT bear the transfer charges. If you fail to cover these costs at your end, dmgevents will invoice you for such charges along with an additional administration fee for handling.
- Security deposit deposits cannot be carried over to multiple shows. Bonds have to be submitted per show, covering all stands that you are contracted to build.

REFUNDS

Full refunds will be made to all companies who adhere to the space only rules and Security deposit regulations. However, failure to comply with the guidelines set out in the online exhibitor manual will result in deduction of fees deposited.

Submissions made via bank transfers may take maximum seven (7) weeks post show to process, please verify your bank details below. Company and bank details MUST be the same for deposit and refund.

- **Bank account name**
- **Bank account number**
- **Bank name**
- **IBAN No.**
- **SWIFT code**

Deposited cheques will be ready for collection maximum 3 weeks post show unless a notification has been received from the operations team for collection. **Original receipt** must be provided upon collection. **Please be informed that cheques will be discarded if not collected after 6 months of the show closing date.**

Freight



Official freight forwarder

DSV - Fairs & Events are the sole official freight, customs clearance and on site mechanical handling contractors for our events.

DSV - Fairs & Events and their global network can provide worldwide exhibit collection from point of origin, customs formalities in the UAE and final delivery to your stand at the venue.

Note: Whilst we recommend you use the services of DSV - Fairs & Events and/or their offices/partners; exhibitors have the option to use their own freight company for shipping to Abu Dhabi.

Customs formalities

DSV - Fairs & Events provide temporary and permanent Customs formalities for consignments arriving into the UAE by road, sea and air.

Note: UAE customs clearance formalities can be performed by a non-official customs broker, however the exhibitor and/or non-official freight contractor should ensure that DSV - Fairs & Events is notified of incoming shipments if mechanical handling equipment is required to take items from arrival at the venue to the exhibitors stand.

Onsite handling

DSV - Fairs & Events are the only company permitted to operate mechanical handling machinery on site.

The following are very important points to note that will ensure the unloading / reloading of your exhibits are handled without delay or additional charges:-

- The exhibitor and / or their appointed contractor must make prior arrangements with DSV - Fairs & Events to arrange offloading from vehicle/container to stand. Full weights, sizes, unloading points and stand positioning information to be provided at the same time. DSV - Fairs & Events will schedule delivery times of exhibitor's goods to their exhibition space.
- The exhibitor and/or their company representative should be present at the stand area to receive their exhibit / exhibit materials. **Note: DSV - Fairs & Events cannot be held responsible for deliveries made without representative being present.** Similarly to any shipments from non-official freight contractor / courier companies – DSV - Fairs & Events, dmg events or the venue will not be responsible for receiving items on behalf of the exhibitor.
- Exhibitors or their contractor may (**safely**) offload smaller, manageable exhibits by hand; also may be hand carried or moved on a manual trolley to stand.
- Floor loading capacities must be checked in advance with DSV - Fairs & Events to ensure exhibits are allowed to be placed.

Forklift handling

For health and safety reasons, only forklifts belong to DSV - Fairs & Events may be used on site for offloading, reloading and positioning. The only exception are those that belonging to DMG / ADNEC venue appointed contractors.

Onsite storage

DSV - Fairs & Events are the exclusive contractor for all full and empty case / package storage needs.

Book all your storage requirements through DSV - Fairs & Events to avoid penalty fees, loss or theft of your packaging / items onsite.

Please consider the following sustainability guidelines for ADIPEC 2025.



DO NOT STORE ANYTHING BEHIND YOUR STAND OR ON ANY AREA OF THE VENUE AS IT WILL BE CATEGORISED AS RUBBISH AND WILL BE DISPOSED OF.

Freight Forwarding - International

Contact: Terry Brunton

Tel: +44 121 780 2627

Email: terence.brunton@dsv.com

Contact: Josie Smith

Tel: +44 121 780 2627

Email: Josie.smith@dsv.com

Freight Forwarding - Local

Contact: Nilofer Sayed

Tel: +971 4 813 1487

Mob: +971 56 683 3914

Email: nilofer.sayeed@dsv.com

Contact: Nomar Pavon

Tel: +971 4 813 1312

Tel: +971 55 917 1107

Email: Nomar.Pavon@dsv.com

[Click here](#) for Shipping Instructions

[Click here](#) for International Handling tariffs

[Click here](#) for Shipping Agents Contact List

For **HEAVY MACHINERY DISPLAY**, please [click here](#) to submit your Heavy Machinery Information.

COURIER SERVICES:

Should exhibitor choose to appoint their own shipping company then please ensure the goods are consigned to the show and you have a company representative available onsite to receive the shipment. dmg events or the venue will NOT be responsible for receiving any shipments on behalf of the exhibitor. Alternatively, you can contact our official freight company DSV - Fairs & Events / DSV Solutions to arrange the receipt of shipments and charges may apply.

Exhibitors wishing to use a courier service for their shipping requirements. Please note that all shipments must be addressed to:

SHOW NAME: ADIPEC 2025

HALL NUMBER:

STAND NUMBER:

ADNEC – ABU DHABI NATIONAL EXHIBITION CENTRE

ABU DHABI, UNITED ARAB EMIRATES

CONTACT PERSON: *(Exhibiting Company Representative)*

MOBILE: *(Exhibitors' mobile number)*

GENERAL INFORMATION

ADIPEC 2025

Abu Dhabi National Exhibition Centre (ADNEC)

PO Box 5546, Abu Dhabi, United Arab Emirates

<https://adnec.ae/>

ADNEC 360 Virtual Tour - Click to explore ADNEC

ADNEC RULES & REGULATIONS



Fire Extinguishers on the stands

- All Space Only stands to have Fire Extinguishers - 1 x DCP Dry Chemical Powder and 1 x CO2) - placed on the stand.
- Fire Extinguishers should be hung on a wall via a purpose-made wall mount or bracket or located on a fire extinguisher stand - not directly on the floor.
- Fire Extinguishers provided by exhibitors or their contractors can be removed at the end of the exhibition period.
- Double Decker stands: 1 Set of fire extinguishers to be placed on each floor or level of the structure - again hung from the wall or on a stand - not directly on the floor.

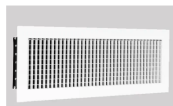


Storage

- All storage rooms must have a vision panel on the door.
- All storage rooms must have 1 Set of fire extinguisher installed on the wall (Not on Ground)

Air Conditioning Units

- Stands with A/C units must have louvre ventilation grilles built into walling or doors when in an enclosed space, comprised of aluminium.
- Stands with A/C Units: 1 Set of fire extinguishers to be placed in the immediate vicinity of the A/C unit. This requirement is in addition to the fire extinguishers that are to be placed in the general area of the stand.
- An exhaust fan and exhaust/ventilation pipe should be available, connected to the A/C unit, which directs upwards to disperse vented air.
- These grilles are to ensure suitable exchange of air and to ensure proper ventilation of the units. Closed rooms without ventilation grilles will not be acceptable, even if they are open at the top.



Health and Safety

- No work will be allowed in the halls and loading bays without wearing proper PPE (Hard Hats, Safety vest, Safety shoes and Gloves) The aforementioned PPE is Mandatory, and we have OSHAD inspectors on site to verify and inspect.
- Coordinate with FM & HS for any muting request.
- Any kind of hot work is not allowed inside halls. They can do it outside the halls in a designated areas by getting Hot Work Permit with full control.
- Ensure that all fire hose cabinets, fire calling points (Break Glass), washrooms (toilets), emergency exits & emergency safety cabinet are not blocked at all mainly behind the stage there must be access to the EXITS VE Doors and Fire Hose Cabinets

- Submit structural calculations and technical data of all complex structures including the stage or any walled area
- Make sure that you have approvals / NOCs form all other departments (Security, Traffic, VD, FM, Mains & Rigging etc.)
- Ensure that all rigging motors / slings / traps are certified by independent 3rd party.
- Provide sets of fire extinguishers in any store within the stand or hall.
- Sample ladders allowed onsite.



Please note, the below are new guidelines from ADNEC. These are an addition to the already existing rules that have been laid down by ADNEC. Please ensure the previous guidelines along with the new guidelines are followed to avoid inconvenience onsite.

ADVERTISING / BRANDING FEE (HANDING BANNER, CUBES, ETC)



All stands are required to pay branding fee should they wish to hang any form of branding/ advertising above their stand. The only exception to this rule is lighting rigs and trusses which do not carry any form of branding or advertising (including logos). There is no branding fee for Pavilion Flags.

Total Booked Stand Space	Amount in US\$
0 – 50 Sqm	4,650
Above 50 Sqm	7,950

Please contact the ADMIN team at admin@adipec.com to request the contract needed for signing to issue the invoice.

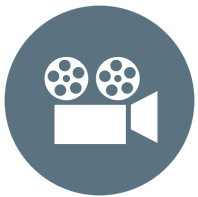
Note: Existing exhibition space contract terms and conditions apply to this additional product. The 5% vat will be applied on your total product invoice.

- Banners or any form of suspension are NOT permitted in Hall 13 (CP 1), Hall 14 (Grandstand), Atrium. Low Ceiling area and Concourse areas
- Company branding of any form is not allowed to overlook a neighbouring stand. Banners must not exceed the surface area of your stand.
- Suspensions are allowed from the venues ceiling rigging points, however, it is not permitted to suspend or support the exhibition stand from the venue ceiling. Suspensions from the venues' ceiling must not be connected to the exhibition stand, floor or any other part of the venue hall in any way.

- There should be a gap of minimum 20cm between the hanging structure and the stand and clearance of 1.5 meters from the venue ceiling to the top of the stand must be observed.
- Rigging will not be possible for in Hall 13 (CP 1), Hall 14 (Grandstand), Atrium. Low Ceiling area and Concourse areas
- **These charges are an advertising fee only and DO NOT include the production and rigging of the banners.**

A non-compliance fee is applicable for stands with hanging structure which are found to be connected to any grounded structure (the stand will need to be revised so as the suspension/s do not connect to the stand or the floor.)

AUDIO VISUAL / AV



If you have any AV requirements, please place your order through the [Audio/Visual Equipment Hire form](#) under the Optional Forms.

Submission deadline date is **30 September 2025**. Please contact our official AV supplier sales@mekraft.com or fahad@mediaproav.com for assistance.

BADGES – EXHIBITORS



Exhibitor badge registration can be done through the [Exhibitor Name Badge Form](#)

IMPORTANT NOTES:

- The number of badges available corresponds directly with the space booked (1 person per 3 SQM). If you have different colleagues on different days, they will still have to be registered individually within your available allocation.
- Additional Exhibitor Name Badge can be purchased at a fee of **USD 40.84 (inclusive of VAT)**. Please fill the [Additional Exhibitor Name Badge Form](#), select the number of badges required and make the payment. Once payment is complete, the extra badge will be added to your existing allocation within 24 hours.
- To register, you will require your passport number and a photo of 45mmH x 35mmW on JPEG format and less than 2MB in size. Enter the details of your colleagues who will be available at the stand. You may edit/delete registration before the deadline, once the deadline has passed, you will no longer be able to edit old or submit new badges.
- You must bring a copy of your valid passport during the show in case of random security check arise.
- Exhibitor badges cannot be issued to any person below the age of 18 years.
- Exhibitor badges are strictly reserved for use by exhibitors and their stand staff and cannot be transferred or "lent" to any other person under any circumstances. Any visiting staff should register as a visitor through <https://www.adipec.com/>

- Badges must be always worn by exhibitors, as strict security will be maintained on the exhibition site. Exhibitors (whether accessing via the VE Doors or at the Hall Entrance) must also obtain contractor badges during the build-up until last day (Sunday, 2nd November) and breakdown periods.

BADGES - VIP'S & VISITORS



Visitor badges: [Click here](#) to register as a visitor for ADIPEC.

Delegate badges: [Click here](#) if you would like to get an ADIPEC Conference pass.

VIP Badges: [Click here](#) for more information on VIP access to the Middle East Energy Club.

Please note that all badges should be presented for scanning onsite.

BADGES - STAND CONTRACTORS



Contractors Badges (Build Up & Breakdown Days) Contractor badges will be issued by the Venue in the holding areas for buildup and break down. No access will be allowed if the staff do not have a badge. To know more, please [Click here](#).

[Click here](#) to register for your Contractors Badges (Show Days).

The following items are required for applying for Contractor Badges for Show Days:

- **Passport copy/number**
- **Passport size photo** that is 45mmH x 35mmW on JPEG format and less than 2MB in size.

3 Contractor Badges (Show Days) are free of charge per Space Only stand. This badge must be applied for prior to show opening and collected from the venue during build up as badge applications will be **closed on the opening morning 3rd November – no exceptions**.

Contractors will be allowed access into the halls during the show open timings only if they have been asked to attend to a stand due to an urgent or safety situation. Otherwise any other work must be carried out after opening hours. The moving of vehicles, including contractor vehicles such as forklifts and general plant vehicles (other than those being given special approval or operated by health & safety staff) will NOT be allowed access into any hall while the show is open. **Please note, for access to the halls after the show timings, contractors must acquire ADNEC Contractor Badges. The Contractor Badge (Show Days) cannot be used to access to the halls after show closes.**

UAE Federal Law requires each employer to provide appropriate safety measures to protect workers against all hazards. It is in the employer's duty to ensure that work is safe for employees and non-employees who may be affected by that work activity.

- UAE Labour Law – adherence by all
You must have an Emirates ID card together with a photocopy of the UAE visa showing their sponsor name.
- UAE Labour Law prohibits the hiring or contracting of any illegal labourers.
- Organisers, Exhibitors and Contractors violating this law can be sentenced to one month jail and fined up to AED. 50,000 per person.
- The UAE Immigration Control Department make regular inspections at the venue.
- Venue Security are responsible for the access control to the building, and access will only be granted to those carrying the correct Emirates ID.
- International guests will be required to supply a copy of their temporary visa

Sub-contracting; It is extremely important that the rules and regulations are adhered to.

Any contractors, who sub-contracts, must have an official agreement in writing between the two parties, under the official agreement of “Subcontract Agreement” To ensure this document will be accepted by the venue’s access Control Areas, the two parties must have both their company stamp shown on the documentation.

All labourers must provide a labour card that endorses their employment with either the contractor and or sub-contractor.

- The below card is a United Arab Emirates Identity Card with a copy of the visa will permit access to the venue



NO EMIRATES ID OR RELEVANT DOCUMENTATION = NO ACCESS

As per the ministry of labour law instructions, the contractor will only have access to the halls during World Utilities Congress Build-up & Breakdown as below:

It is imperative that all contractors working within the venue(s) have the correct credentials and meet the UAE labour laws. Failure to do so may result in large fines and or imprisonment.

Please note that security will be present at all venue entrances and loading areas.



ADNEC services department is the sole provider of all top and primary rigging at the venue. Rigging / roof points must be ordered through the [Rigging Order Form](#).

The following information must be submitted before **30 September 2025**, please [click here](#).

If you wish to have hanging banner or more information on suspensions, please refer to **ADVERTISING / BRANDING FEE (HANGING BANNER, CUBES, ETC)** under General Information for regulations to be followed.

Pre-notification of intent to suspend any of the above listed items is required a minimum of 3 weeks prior to the first day of build-up. For further information, please email capital360.mr@adnec.ae

BROCHURES / FLYERS DISTRIBUTION



Brochures are recommended to be provided digitally through QR codes. Exhibitors or any staff members working on behalf of the exhibitors may only conduct business and distribute literature within the boundary of their own stands.

Under NO circumstances may activities spill into the gangways / aisles of the exhibition area which includes the halls, concourse and outdoor area.

CHILDREN



There are no child-care facilities in the exhibition venue. Children under 18 are NOT permitted to the exhibition under any circumstances.

CATERING



Capital Catering are the sole catering provider on site during Show Open Days, where all food and beverage must be purchased through them.

Orders can be placed through the [Catering Form](#). Submission deadline date **30 September 2025**.

Capital Catering provides a wide range of services suitable for stand catering, stand hospitality and events in the Capital Suites. Should your requirements be more comprehensive however please contact us directly. Such catering services must be ordered and confirmed 20 days before the start of the event. **Please note that the following guidelines must be adhered to:**

Exhibitors cooking on stands for demonstration purposes (e.g. benefits of a specific cooker) will be required to comply with Food Safety and Hygiene Regulations. A full risk assessment, including methods of storage, washing facilities, stand layout and the types of appliance to be used for cooking must be submitted to the Organizers by **30 September 2025** for authorization.

Exhibitors wishing to prepare food on-site must inform the Organizers in writing, giving full details on preparation requirements for venue and Local Authority approval.

To make sure that food is fit for purpose to give to visitors, the venue may require an independent Food Inspector to access the food before anyone can be distributed. We, the Organizers will arrange for this, however cost will be invoiced directly to you, the exhibitor.

KOSHER FOODS

Capital Catering, a subsidiary of ADNEC Group is pleased to be working in partnership with Elli's Kosher Kitchen to bring you an outstanding catering offer.

Elli's Kosher Kitchen is the first and only internationally and OU kosher certified supplier in the UAE and has catered for many high profile kosher events with Israeli and Emirati ministers and business VIPs. The menu is a unique blend of kosher and Emirati cuisine, trademarked as 'Kosherati' and the business strives to provide delicious and healthy kosher meals all prepared to the standards of Jewish dietary law and practices. Orders can be placed through the [Catering Form](#).

CLEANING SERVICES



It is the exhibitor's responsibility to always maintain their stand in a clean condition.

Shell Scheme exhibitors stand will be delivered in a clean state for the show opening. Exhibitors are then responsible for any further cleaning requirement during show days.

All stand cleaning services during exhibition open days need to be ordered from ADNEC. External or third-party cleaners will not be permitted access. Stand cleaning can be ordered through the [Stand Cleaning Form](#)

EMERGENCY MEDICAL SERVICES (EMS)



- Emergency Medical Services (EMS)
The EMS station is located in the main concourse between Exhibition Halls 1 & 2 and between Halls 7 & 8. If you need assistance during your time at ADNEC, call the Command Control Centre on +971 (0)2 406 4444 or Extension 4444 for assistance. If you have no telephone, you can speak to the nearest member of the ADNEC security staff who will assist you.

In case of a medical emergency

- Give the location of the casualty and details of the injury sustained
- The Control Room will arrange for the First Aid Staff to attend the location immediately
- Remain with the injured person until the arrival of the medical staff in order to provide vital information they may require about the incident.

The EMS team is available from 08:00 to 22:00 during build-up and tear-down. During event days, this service is operational from 1 hour prior to the start of the event until 1 hour after the event closure.

EMERGENCY PROCEDURES AND EVACUATION PLAN



If it becomes necessary to evacuate the building a public address system announcement will be broadcast (in English and then in Arabic) every 15 seconds

If you hear this message you should immediately:

- Switch off all electrical equipment on your stand and make your way calmly to the nearest available exit
- Do not stop or attempt to return to collect your personal items
- Ensure you follow the instructions of the venue staff who will direct you to the nearest place of safety

Exhibitors will not be permitted back into the building until Civil Defence clearance is given to the venue Senior Management.

Fire extinguishers of approved pattern and capacity can be found at various locations around the hall. In accordance with the risk involved, instructions will also be supplied.

Exhibitors will be given instructions regarding fire, emergency and accident procedures prior to the show opening. Please ensure that all personnel are familiar with the following:

- Fire exits and extinguishers must never be blocked
- No paint or paint thinner can be placed near the electrical distribution boxes

- Empty cartons/boxes, catalogue boxes, stand materials and combustible waste must be disposed of and not stored behind stands. Exhibitors who are looking for space to store boxes can avail the storage service from the Official Freight company.

The venue halls are protected by a sprinkler system and the area is equipped with portable fire extinguishers and a fire alarm system. Break glass fire alarm points are located at the vehicle loading doors, hall main entrances, main concourse, grandstand and other public areas. All staff should familiarize themselves with the location of the nearest fire alarm point and firefighting equipment.

If you discover a fire:

- Break the glass of the nearest fire alarm point
- Telephone the Control Room on 02 406 4444 or extension 4444, indicating your location and the nature of the danger.
- Calmly inform the others within the immediate vicinity and only if safe to do so, tackle the fire with an appropriate extinguisher

If you follow this procedure, help will arrive promptly. Keep calm and reassure any visitors within your proximity.

EXHIBITOR SERVICES



Customer Service Centre is located adjacent to the Conference Room A.

Please contact customer.services@adnec.ae or +971 2 406 3666 for assistance.

FLOWERS & PLANTS



Flowers and plants are available for hire from our **Official Floral Contractor – Blooms.**

Orders can be made through the [Floral Order Form](#).

Submission deadline date **30 September 2025**. For further information contact Blooms on Tel: +971 (0)4 394 6094.

FORKLIFTS & CRANES (ONSITE HANDLING ONLY BY THE OFFICIAL FREIGHT FORWARDER)



Whilst exhibitors may use their own transport to deliver displays and equipment to the marshalling yard and their own labour to move materials to their stand, **DSV Fairs & Events LLC** is the only company authorized to operate lifting equipment and forklifts in the marshalling area and in the exhibition halls.

For health and safety reasons, exhibitors and their contractors are not permitted to operate mechanical handling equipment (**Hiab, forklift, cranes, motorised pallet trucks**) within the venue marshalling yard and/or venue halls and outside booth areas. **This is to ensure the safety and smooth running of the build-up and break-down period of the event. Any machinery used as part of an exhibit must adhere to the following Health & Safety regulations:**

- No refuelling of any machinery/equipment while inside the venues including marshalling yard and loading docks
- Reverse warning sound should be always **ON** while in operation
- Front and rear light should always be **ON** while in operation
- Hazard beacon light should always be **ON** while in operation
- Forklifts are **NOT** permitted under any circumstances in the Atrium and Concourse.
- **NO** other company, exhibitor, contractor or agent may operate cranes, forklifts or any other lifting machinery inside the venue.

Please contact **DSV - Fairs & Events:**

Local Contact

Contact: Nomar Pavon

Tel: +971 4 813 1312

Tel: +971 55 917 1107

Email: Nomar.Pavon@dsv.com

Contact: Nilofer Sayed

Tel: +971 4 813 1487

Mob: +971 56 683 3914

Email: nilofer.sayed@dsv.com

International Contact

Contact: Terry Brunton

Tel: +44 121 780 2627

Email: terence.brunton@dsv.com

Contact: Josie Smith

Tel: +44 121 780 2627

Email: Josie.smith@dsv.com

HIGH RISK ACTIVITIES



Exhibitors who plan to use special effects as detailed below must contact the Show Operations Team on operations@adipec.com to obtain health and safety approval. This should be done at least 4 weeks prior to the use of the equipment.

Special approvals are needed for:

- Animals
- Aquarium
- Balloons
- Candles / Flames
- Compressed Air
- Compressed Gas
- Electrical fat fryer (for food related events only)
- Flammable Gases/Toxic Chemicals/Ethanol
- Haze and smoke machines
- Hot Works
- Lasers
- Pyrotechnics
- Vehicles (on display or moving vehicles inside the halls such as boom / scissor lift and forklift)
- Water fountain and water screens

No equipment and hazardous substances can be delivered, fitted or used until all necessary approvals have been received.

INTERNET FACILITIES



Please complete the [Telecom Internet & Data Form](#) for orders

- 'Open Air' Wireless is offered throughout the exhibition centre so you can easily and conveniently connect to the internet using your laptop or internet enabled devices.

Please contact the Customer Services on +971 (0) 406 3666 for further details or email customer.services@adnec.ae

Wireless Broadcast Prohibition at ADNEC

Private wireless routers and broadcasts (IEEE 802.11) are not permitted within ADNEC. Private wireless networks are often unstable and do not function as intended during exhibitions. This is due to the myriad of competing and overlapping wireless broadcasts operating in close proximity to each other. The more wireless broadcasts in operation in a given area, the more interference is generated resulting in less stable wireless connections for all parties. For this reason Non-ADNEC wireless broadcasts will be ceased in order to mitigate wireless interference problems and ensure service stability and continuity for all exhibitors. Please refer to the [Telecom Internet & Data Form](#) if wireless internet connectivity or networking is required. Several wireless and internet connection options are available which will cater to small or large wireless internet requirements.

LABOURERS / HELPERS



It will not be possible for exhibitors/contractors to obtain on-site services or labour for the building of their stand and displays.
Please ensure you have made prior arrangements before arriving at the venue.

LIVE DEMONSTRATIONS



Exhibitors who wishes to carry out any types of live demonstrations should fill out the [Live Demonstration Form](#) by **2 October 2025**.

Please contact the Show Operations Team on operations@adipec.com for further assistance and information.

LIVE ENTERTAINMENT



Exhibitors planning any form of live entertainment such as singers, musicians, fashion show models, dancers, DJs or band players on their stand must obtain an Entertainer's Permit through the Organisers.

Failure in applying for the Entertainer's Permit on time (3 months up to 4 weeks before the performance) or if approval has not been given and the performance goes ahead, the Exhibitor will be subject to a non-compliance fee.

Please contact the Show Operations Team on operations@adipec.com for further information.

LOST PROPERTY



Any lost property should be handed in to the ADNEC Security Office located level 1 by Car Park B.

All items received by ADNEC Security will be logged then stored in a vault at the Security Office.

In order to claim an item the person needs to complete a Lost and Found Receipt form and submit a copy of their photo ID. Items will be kept for 6 months only then passed to Abu Dhabi Police.

If a lost item is reported but not received by ADNEC Security then personal details will be taken (name, mobile no, full description of the item), and they will be contacted should the item be handed in.

Lost Property can be contacted via the Security Office on 02 406 4164 or 4158 (or internally via ext: 4164 / 4158)

NOISE LEVELS



Exhibitors are requested to keep noise/volume levels down on music systems, audio-visual displays, amplifiers, videos, display machinery, live demonstrations etc. Volume levels should not interfere with normal conversation on neighboring stands. Any excessive noise emitted within the venue must not be of a noise level that prevents the visitor from hearing the emergency announcements.

Noise level guideline:

1. A maximum of 55dB between 7.00am and 8.00 pm
2. A maximum of 45dB between 8.00pm and 7.00am

OPENING CEREMONY



The exhibition will be officially opened on **3rd November 2025**, with the dignitary being announced prior to the opening day. The opening ceremony will be on an invitation-basis only meaning only exhibitors that are invited will be permitted to be present inside the halls due to high security being implemented for the opening ceremony.

Please ensure that you have a representative from your company present at your stand for the opening ceremony in case the dignitary may wish to visit your stand.

Only pre-authorized press members are allowed to be present in front of the VIP at the official event inaugurations. For more information, please contact marketing@adipec.com

PARKING



Please contact the Show Operations Team on operations@adipec.com for information.

PEOPLE OF DETERMINATION



All exhibition halls, meeting rooms and public areas are accessible by wheelchair. Car park spaces are also reserved for the disabled. Toilets on the ground floor and above Exhibition Halls disabled access, whilst all doorways and lifts accommodate standard wheelchairs and have low-level buttons. Visitor wheelchairs are subject to availability and can be borrowed from our Emergency Medical Services Station, located next to Exhibition Hall 2 & 7, by depositing an appropriate identification.

PHOTOGRAPHY & VIDEOGRAPHY



Exhibitors who wish to employ their own photographers should contact the organiser's to arrange for authorization and passes. Anyone found to be taking unauthorized photographs or files will be escorted out of the exhibition.

As per the Security department regulations, the following details are required for any time-lapse, photoshoot or video shoots scheduled at the venue.

- Visa Copy
- Passport Copy
- Emirates ID Copy
- Mobile Number
- Shoot Date, Time and Location
- Shoot Purpose

The above documents must be submitted to the organizer 3 weeks prior to build-up which is subject to ADNEC Security & Protocol approval.

Please contact the Show Operations Team on operations@adipec.com for information.

PRAYER ROOMS



- Men's prayer room is located on the mezzanine floor between Capital Suite 6 & 7
- Ladies' prayer room is located on the mezzanine floor between Capital Suite 8 & 9.

Please contact the Operations team for details operations@adipec.com

PRIZE & RAFFLE DRAWS



If you are planning on having a Prize / Raffle Draw on your stand, please ensure that the following guidelines are adhered to. Failure to do so will result in a fine from the Abu Dhabi Economic Development.

Please contact the Organisers operations@adipec.com to submit your requirements.

A standard fee of AED 3,596 + 5% VAT is applicable per draw. The fee will be applicable for one specific prize / raffle draw promotion across the show days, regardless of how many prizes are given away per day. A copy of the winning ticket(s), together with the details of the winner MUST be kept by the Raffle Organiser.

Raffle draw tickets MUST NOT be sold for money.

SECURITY TIPS FOR EXHIBITORS



Move-in:

- Use plain boxes, containers that are clearly labelled with the exhibitors details e.g. company name, hall & stand no. etc.
- Have adequate personnel present at the booth to receive the shipment and take inventory
- Report any discrepancy in goods received to the shipper immediately
- Ensure you have proper insurance coverage
- Store valuables out of site

During the Exhibition:

- Pack small items in boxes out of site, or remove them from the booth overnight. It is NOT permitted to store items behind stands as it will be disposed off. Exhibitors who are looking for space to store boxes can avail the storage service from the Official Freight company.
- Never leave your booth unattended. Samples or briefcases / handbags can easily be taken
- Computers, VCR's, projectors, monitors, and other electronic devices are desirable to thieves. They should always be guarded
- Report all security and safety incidents to venue security or the Organisers immediately
- Secure/store valuables out of site

Move-out:

- Remain with your shipment until it is collected from your booth
- Do not leave booths unattended. Many outsiders have access to the halls during this busy time

Keep any plasma screens, computer screens or any other electrical equipment in plain boxes, labelled with information that does not identify the product for security purposes.

SMOKING POLICY



In accordance with UAE Law, smoking is prohibited throughout the venue exhibition halls. The exhibition will implement a non-smoking policy during all stages of the exhibition show days.

Smoking will be allowed only at designated areas.

STORAGE



Empty crates and boxes etc. must NOT be stored on exhibitors' stands or behind stands. It is the exhibitors' responsibility to ensure that items are quickly disposed of or stored until required for re-shipment at the end of the exhibition.

If you require storage during the event, please contact:

Freight Company

DSV -Fairs & Events

Local Contact

Contact: Nomar Pavon

Tel: +971 4 813 1312

Tel: +971 55 917 1107

Email: Nomar.Pavon@dsv.com

Contact: Nilofer Sayed

Tel: +971 4 813 1487

Mob: +971 56 683 3914

Email: nilofer.sayed@dsv.com

International Contact

Contact: Terry Brunton

Tel: +44 121 780 2627

Email: terence.brunton@dsv.com

Contact: Josie Smith

Tel: +44 121 780 2627

Email: Josie.smith@dsv.com

Storage behind stands is strictly forbidden. Any goods left behind stands will be disposed off immediately during the master cleaning. Exhibitors who are looking for space to store boxes can avail the storage service from the Official Freight company.

TRADEMARKS



The federal trademarks law was published in October 1992 and came into force on 12th January 1994. The federal law enables registration of trademarks with the Ministry of Economy and Commerce but regulations are as yet to be made and implemented concerning registration and administrative procedures. Any exhibitor wishing to receive further information on the trademarks law should contact their embassy in the UAE.

TRAFFIC RESTRICTIONS (DELIVERY TO SITE)



All Heavy Vehicles weighing above 2.5 tonnes are prohibited from using Abu Dhabi city roads between the hours of 06:30am to 09:00am and also 3:00pm to 6:00pm.

Anyone found violating these rules will be fined AED 1,000 and will have their vehicles impounded for 7 days. Repeat offenders will receive an additional AED 1,000 fine and a further 14 day impoundment. The driver will also acquire eight points on his license upon each violation. The ban will not apply on Public Holidays or at weekends.

Please make sure that you factor this information in when arranging to send stand materials to site for the build-up and vehicle pick-ups for the breakdown.

We are instructing all build-up and breakdown traffic to go to the holding area under the bridge beside ADNEC.

The venue traffic marshals will operate a system of calling and directing traffic to the exhibition centre. If you have any queries concerning either traffic marshalling or parking, do not hesitate to contact the operations team at operations@adipec.com

TEMPORARY STAFF



Temporary staff **MUST** have a valid work permit when working at a show. Failure to provide a permit upon random spot checks by the Abu Dhabi Department of Naturalization and Residency will result in AED50,000 fine, per temporary staff member, that the exhibitor has employed.

Please contact our recommended temporary staff agency Vibes or complete the [Temporary Stand Staff Form](#). Submission deadline is **20 September 2025**.

All temporary staff hired must also have an exhibitor badge, please complete and submit their details via the exhibitor manual under through the [Exhibitor Name Badges Form](#).

Important note for Employment of Labourers/Helpers

As per UAE law, it is the responsibility of the exhibitor/contractor to ensure that all personnel working on site, during build-up, show days and breakdown carry their labour card or relevant documentation as proof of their position in the company.

Anyone found to be working on a different title other than the position mentioned on the Labour card / relevant documentation will be denied access to the venue, may be imprisoned and in some cases deported.

"NO LABOUR CARD OR RELEVANT DOCUMENTATION = NO ACCESS"

VEHICLES & HEAVY MACHINERY (EXHIBITS & DISPLAYS)



If vehicles & heavy machinery are to be displayed on your stand please contact the Show Operations Team on operations@adipec.com and complete [Heavy Machinery Form](#).

For regulations that need to be followed for heavy machinery / heavy equipment, please [click here](#).

It is the responsibility of the exhibitor to make sure that vehicle is cleaned, orders can be placed through the [stand cleaning form](#).

dmg events has the right to refuse vehicles / heavy machinery / heavy equipment entry to the exhibition halls if these rules are not adhered to.

Please contact the Show Operations team on operations@adipec.com for the necessary approval, receive the confirmation on dates for delivery of heavy machinery equipment's and vehicles, vehicle arrival form and refer to the Heavy Machinery Form. These forms should be submitted by **30 September 2025**.

VENUE FLOOR LOADING & HEIGHT LIMITS



- **For Halls 1 – 12, Atrium and Hall 15** the maximum floor load will be 1,000 kg/m², including duct/trench covers. (Spreader plates to be used on any heavy loads being placed on the duct/trench covers).
- **For Concourse**, should not exceed 500kg per SQM. Forklifts are **NOT** permitted under any circumstances in **the Atrium and Concourse**.
- **For Halls 13 (CP 1), Hall 14 (Grandstand) and Hall 17 (Marina)**, the maximum floor load will be 250 kg/m²

All heavy items must have **Uniformly Distributed Load (UDL)** while Spreader Plates are mandatory and to be supplied by the exhibitor.

N.B – dmG events has the right to refuse vehicle and/or heavy machinery entry to the exhibition halls if these rules are not adhered to or if not notified in advance. Any exhibitor in Hall 13 (CP1), Hall 14 (Grandstand) and Hall 17 (Marina) who are bringing any large heavy items that exceed 200kgs in total weight and of any size larger than 2.3m wide x 1.8 height MUST contact and get approval from the ADIPEC Operations team on operations@adipec.com in advance.

Please contact DSV Solutions:
Freight Forwarding - International
Contact: Terry Brunton
Tel: +44 121 780 2627
Email: terence.brunton@dsv.com

Contact: Josie Smith
Tel: +44 121 780 2627
Email: Josie.smith@dsv.com

Freight Forwarding - Local
Contact: Nilofer Sayed
Tel: +971 4 813 1487
Mob: +971 56 683 3914
Email: nilofer.sayed@dsv.com

Contact: Nomar Pavon
Tel: +971 4 813 1312
Tel: +971 55 917 1107
Email: Nomar.Pavon@dsv.com

WATER & WASTE



Exhibitors are responsible for their own waste removal during build-up and tear-down. Your appointed stand contractor(s) should remove the build-up material outside ADNEC premises and not inside the marshalling yards.

Paint cans should not be thrown inside the skips and should be removed from ADNEC premises. The skips area must be kept free at all times to allow uninterrupted access for ADNEC. The tenanted space must be vacated with all adhesive tapes, paint and similar traces completely removed.

Please note, skips can be hired only from ADNEC. This includes construction waste skips. Please click [here](#) for the form or contact ADNEC: customer.services@adnec.ae / Tel: +971 2 406 3666. No skips from external suppliers will be permitted to the ADNEC site.

Water & waste orders are subject to venue approval. Please contact GES on adipec@ges.com or +971 4 885 5448 for information.

- Water & waste is available at specific locations within the Venue halls from designated floor service pits. Water & waste is NOT available from the electrical service trenches.
- Supply pipes are not permitted to be installed across gangways or emergency routes.
- Stand exhibitors and contractors are responsible for the supply and installation of any aesthetic dressing required to water and waste pipes installed.
- All water & waste fittings must be accessible at all times in case of emergency.
- Water is supplied by ½" standard tap from standard municipal water mains at nominal pressure of 3.5bar.
- Waste is supplied by means of standard 38mm drain.

Waste is suitable for liquid water disposal ONLY. Foodstuffs, oil (including edible oils), dyes, chemicals and other contaminants MUST NOT be disposed of via waste water drains.

FORM NO.	FORM NAME	DEADLINE	TIME LEFT	EMAIL RECIPIENT
Form3	Stand Design Submission And Contractor Agreement	03 September	3 Months	operations@adipec.com
Form16	Heavy Machinery/Display Items (If Applicable)	30 September	4 Months	nilofer.sayeed@dsv.com
Form9	Mains Electrics Orientation Grid Plan	02 October	4 Months	adipec@ges.com
Form5	Electrical Mains And Power Supply	02 October	4 Months	adipec@ges.com
Form20	Live Demonstration (If Applicable)	02 October	4 Months	operations@adipec.com
Form36	Contractor Badges (Show Days)	20 October	5 Months	operations@adipec.com
Form2	Exhibitor Name Badges	05 November	5 Months	operations@adipec.com
Form11	Audio Visual Equipment Hire	30 September	4 Months	sales@mekraft.com
Form19	Skip Hire	30 September	4 Months	customer.services@adnec.ae
Form18	Security Services	30 September	4 Months	customer.services@adnec.ae
Form17	Floral Order Form	30 September	4 Months	blooms@emirates.net.ae
Form15	Catering Services	30 September	4 Months	sales@capitalcatering.ae
Form14	Stand Cleaning Services	30 September	4 Months	customer.services@adnec.ae
Form13	Rigging Services	30 September	4 Months	capital360.mr@adnec.ae
Form12	Telecom Internet And Data Services	30 September	4 Months	customer.services@adnec.ae
Form10	Temporary Stand Staff	30 September	4 Months	exhibitions@vibes.ae
Form38	International Security Deposit Form	01 October	4 Months	afrozafsal@dmgevents.com

Form24	Add Co-Exhibitor	09 October	4 Months	admin@adipec.com
Form32	Additional Exhibitor Badges	03 November	5 Months	admin@adipec.com
Form21	Pre-Visa Invitation Letter	01 October	4 Months	operations@adipec.com
Form22	Participation Letter Form	03 November	5 Months	operations@adipec.com
Form23	Customs Letter Form	03 November	5 Months	operations@adipec.com

WARNING REGULATIONS & NON-COMPLIANCE FEE

Please [Click here](#) to download the WARNING REGULATIONS & NON-COMPLIANCE FEE.

TIMINGS

SN	Violation	Non-Compliance Fees
Timings		
1	<p>Timings outlined in the Exhibition Timetable must be strictly followed. For any work beyond the designated hours, there will be additional charges. If work continues beyond the allowed hours on the final day of build Sunday, 2nd November, a non-compliance fee will be imposed.</p> <p><i>Work on the stand will only be allowed to continue once we receive the full payment in cash.</i></p>	<p>AED 7,000 per hour from 20:00 hrs – until 22:00 hrs</p> <p>AED 15,000 per hour from 22:00 hrs – until security sweep will start</p>
2	<p>Stands located at hall entrances are classified by ADNEC as Concourse stands and must adhere to the same timetable and Space Only Regulations. No materials may be left on-site before 31st October - 08.00 hrs. Non-compliance will result in a penalty of AED 5,000.</p>	AED 5,000

STAND BUILD COMPLIANCE

SN	Violation	Non-Compliance Fees
Stand Build Compliance		
1	Space Only stands must be approved with secured	AED 5,000

	Permission to Build from the Organiser. Failure to comply with dmG events and Venue rules & regulations, and for any stands built without prior approval to the build-up, a non-compliance fee is applicable.	
2	The permissible stand height for single deck stand is 4m and 6m for double decker stands. Height varies depending on the stand hall location (Link, Low Ceiling Area and Temporary Structures). A non-compliance fee is applicable for stands who do not comply and will be asked to do the adjustment onsite. For any alterations on any part of the accepted stand design an additional non-compliance fee is applicable except stands having prior approval from dmG operations.	AED 5,000
3	Space Only exhibitors in the Atrium and Concourse areas must cover the top of their stands. A non-compliance fee is applicable for stands in these areas which do not have appropriate covering on the top of the stands.	AED 2,000
4	The exterior side walls on space only stands on the Atrium and Concourse areas must be dressed, and for exhibitors with stand walls that exceeds the height of an adjacent/neighboring stand must also be dressed or paint the rear surface of their wall in white. A non-compliance fee is applicable if the walls are left unfinished or improperly dressed. Ensure the wall is completely in a presentable manner.	AED 2,000
5	All stand build elements and exhibits must be confined within the exhibitors allocated space and not protrude onto the aisle. This includes symbols, logos, lighting, floral, decorations, signage, digital screens, furniture and furnishings. Doors or windows along the aisle or walkway edges must also be open inwards to the stand. Storage doors within a stand build must have port holes or clear view windows or similar. AED2,000 non-compliance fee is applicable for elements found to be outside the exhibitor's space and the contractor will be asked to remove the elements.	AED 2,000
6	The Exhibitors company name and / or logo along with the stand number must be prominently displayed on the stand. A non-compliance fee is applicable for stands without company name and stand number & the organizers reserve the right to amend this at the cost of the exhibitor / Stand contractor concerned, deducting the cost from the security deposit.	AED 1000
7	Space Only exhibitor platforms must include suitable floor covering such as carpet, platform flooring or matting in their allocated stand space. Platform floor edges must also be finished in a safe manner with suitable wheelchair access for 10cm and above raised platform. Plastic protection strips should be placed over	AED 1000

	all corners, or they should be finished with a curved round edge. Finishing of stand floor edges in metal strip sections is not permitted. A non-compliance fee is applicable for stands who do not comply with this regulation. (metal strips and external ramps are NOT allowed).	
8	<p>Contractors are responsible for their own waste removal during build-up and tear-down. Disposal of build materials, skips and general waste with regards to disposal of paint or other hazardous chemicals should be outside ADNEC premises and not inside the marshalling yards and must be removed in the approved and correct manner.</p> <p>The skips area must be kept free at all times to allow uninterrupted access for ADNEC. Any tins or containers of paint or hazardous chemicals found during regular waste removal work and inspections would incur, a non-compliance fee. The tenanted space must be vacated with all adhesive tapes, paint and similar traces completely removed.</p>	AED 500 per item

REGULATIONS

SN	Violation	Non-Compliance Fees
Regulations		
1	ADNEC New rules & regulations must be adhered at all times. Failure to comply, a non-compliance fee from Abu Dhabi Civil Defense and Venue Management will be given.	AED 10,000
2	Floor cover must be placed for all the Space Only stands to avoid any floor damage, ie. scratches, paint spills, etc. All works like cutting and painting to be done with protective covering. A non-compliance fee is applicable.	AED 10,000
3	It is prohibited to take electrical supply from sockets in the exhibition halls during buildup, show open and breakdown. Exhibitors/contractors MUST order all power supply through the online manual. It is the exhibitor / stand contractors' responsibility to supply a mains distribution board (DB), fuse isolator or earth leakage circuit breaker (ELCB). A non-compliance fee is applicable for any prohibited electrical installation e.g. without DB and power to the stand will not be connected until a distribution board is supplied and installed.	AED 3000
4	Contractors/exhibitors found painting, cutting, sawing, sanding or constructing stands in any way on the last day of build-up (Sunday, 2nd November 08:00 - 20:00 hrs). A	AED 3000

	non-compliance fee will apply per incident/hour and work will be stopped until the payment is made.	
5	Tampering the covering fascia is not allowed without prior approval from the organizer. A non-compliance fee is applicable for any shell scheme and upgraded shell scheme stands found with tampered fascia without written approval from the organizer.	AED 1000

SAFETY

SN	Violation	Non-Compliance Fees
Safety		
1	Stand fittings and waste materials must be cleared from the halls on the last day of breakdown. A non-compliance fee will be charged if rubbish is left behind and will be deductible from the security deposit.	AED 10,000
2	Any unsafe act and stand cause disruption to the regular operations, a non-compliance fee is applicable. Additional fees applies for any damage found onsite.	AED 3000
3	Suspensions are permitted from most venue ceilings rigging points however it is not permitted to suspend or support the exhibition stand from the venue ceiling. Suspensions from the venues ceiling must not be connected to the exhibition stand, floor or any other part of the venue hall in any way. There should be a gap of 20cm between the hanging structure and the booth/stand. A non-compliance fee is applicable for stands with hanging structure which are found to be connected to any grounded structure (the stand will need to be revised so as the suspension/s do not connect to the stand or the floor).	AED 3000
4	During build-up and breakdown, it is MANDATORY that all persons working on or visiting the build-up and breakdown area of the event must wear PPE – PERSONAL PROTECTIVE EQUIPMENT. Please refer to the Health & Safety section for complete details. A non-compliance fee is applicable for anyone who does not comply with PPE requirements. If anyone on the stand does not have PPE they will be asked to leave and may return only once they are dressed in PPE.	AED 2,000
5	Fire Exits and fire exit signs must not be blocked by exhibitor or contractor’s material or equipment at any time. A 1m clear gap must be maintained	AED 5,000

	between the stand and venue wall. Access to wall mounted fire hoses, extinguishers and manual call points must always be kept clear. Storage of boxes, materials, ladders, paints and general waste is not permitted at any time behind the stands. A non-compliance fee is applicable for stands blocking fire exits / hoses and storing materials / equipment behind stands and material will need to be removed.	
6	Plastic covers and safety barriers must be placed around your exhibition space while building your stand on the Atrium and Concourse areas. Plastic cones and hazard tape are not accepted as safety barriers. A non-compliance fee is applicable for any stands being constructed without a safety barrier and plastic covers. Additional fees applies for any damage found by the Venue Management.	AED 1,000

SHOW TEAM

ORGANISERS

dmg events

PO Box 33817

Dubai, U.A.E.

Telephone: + 971 4 438 0355

Fax: + 971 4 438 0357

OPERATIONS TEAM

General operations Email: operations@adipec.com

Senior Operations Director: Roshen Oommen

Email: RoshenOommen@dmgevents.com

Operations Manager: Nancy Amissah

Email: nancyamissah@dmgevents.com

Operations Supervisor: Marvin Pinto

Email: marvinpinto@dmgevents.com

Operations Supervisor: Floyd Barrell

Email: floydbarrell@dmgevents.com

Conference Operations Executive: Ruth Porquiado

Email: ruthporquiado@dmgevents.com

Senior Operations Executive: Supreet Thind

Email: supreetthind@dmgevents.com

Operations Executive: Ronne Janolo

Email: ronnejanolo@dmgevents.com

Operations Executive: Nimisha Nair

Email: nimishanair@dmgevents.com

Operations Executive: Akankshaa Oberoi

Email: akankshaaoberoi@dmgevents.com

Operations Design Executive: Alaa Aboud

Email: alaaaboud@dmgevents.com

EXHIBITION SHOW TEAM

Administration

Email: admin@adipec.com

Exhibition Sales:

Email: sales@adipec.com

Sponsorship:

Email: sponsorship@adipec.com

Conference & Delegates:

Email: delegate@adipec.com

Marketing & Media:

Email: marketing@adipec.com

Middle East Energy Club:

Email: meec@adipec.com

Parking Query:

Email: parking@adipec.com

ADIPEC Awards:

Email: awards@adipec.com

USEFUL CONTACTS & CONTRACTOR DETAILS

ACCIDENT / FIRE PRECAUTIONS & EMERGENCY PROCEDURES / FIRST AID

ADNEC Emergency

Tel: +971 (0)2 406 4456 (Medical Services) / Tel: +971 (0)2 406 4444 (Security)

Ambulance Tel: 998

Police Tel: 999

Fire Department Tel: 997

AUDIO VISUAL

Mediakraft Electronic Equipment Rental LLC

Dubai, UAE

Contact: Swathi

Mob: +971 50 412 3593

Email: sales@mekraft.com

BANKING & ATM'S (AT ADNEC)

National Bank of Abu Dhabi

ATM's

Located towards the grandstand area of the venue

CAR PARKING

ADNEC

PO Box 5546, Abu Dhabi, UAE

If you wish to reserve a parking slot

Located towards the grandstand area of the venue

Tel: +971 (0) 2 406 3666

Email: customer.services@adnec.ae

CATERING / FOOD & BEVERAGE

CAPITAL HOSPITALITY

PO Box 5546, Abu Dhabi, UAE

Tel: +971 (0) 2 406 3666

Email: sales@capitalcatering.ae

CLEANING

ADNEC

PO Box 5546, Abu Dhabi, UAE

Tel: +971 (0) 2 406 3666

Email: customer.services@adnec.ae

CRANES & FORKLIFTS

DSV Solutions

Freight Forwarding - International

Contact: Terry Brunton

Tel: +44 121 780 2627

Email: terence.brunton@dsv.com

Contact: Josie Smith

Tel: +44 121 780 2627

Email: Josie.smith@dsv.com

Freight Forwarding - Local

Contact: Nilofer Sayed

Tel: +971 4 813 1487
Mob: +971 56 683 3914
Email: nilofer.sayeed@dsv.com

Contact: Nomar Pavon
Tel: +971 4 813 1312
Tel: +971 55 917 1107
Email: Nomar.Pavon@dsv.com

CUSTOMER SERVICES - ADNEC

Located next to conference room A in the Atrium
Tel: +971 (0) 2 444 6900

ELECTRICAL & POWER REQUIREMENTS

Global Experience Specialists (GES)

Dubai, UAE
Tel: +971 4 885 5448
Email: adipec@ges.com

EXHIBITORS BADGES

dmg events

PO Box 33817, Dubai, UAE
Tel: +971 (0)4 438 0355
Fax: +971 (0)4 438 0357
Email: operations@adipec.com

FLAMMABLE GASES, REAL FLAME & TOXIC CHEMICALS

dmg events

PO Box 33817, Dubai, UAE
Tel: +971 (0)4 438 0355
Fax: +971 (0)4 438 0357
Email: operations@adipec.com

FLORAL

Blooms

PO Box 51980, Dubai, UAE
Tel: +971 (0)4 394 6094
Mob: +971 50 725 1169
Email: blooms@emirates.net.ae
Contact: Romeo Baguio

FURNITURE

Global Experience Specialists (GES)

Dubai, UAE

Tel: +971 4 885 5448

Email: adipec@ges.com

FREIGHT FORWARDING - INTERNATIONAL

DSV Solutions

DSV Solutions

Freight Forwarding - International

Contact: Terry Brunton

Tel: +44 121 780 2627

Email: terence.brunton@dsv.com

Contact: Josie Smith

Tel: +44 121 780 2627

Email: Josie.smith@dsv.com

Freight Forwarding - Local

Contact: Nilofer Sayed

Tel: +971 4 813 1487

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Email: nilofer.sayeed@dsv.com

Contact: Nomar Pavon

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Tel: +971 55 917 1107

Email: Nomar.Pavon@dsv.com

Freight Forwarding - International

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Contact: Josie Smith

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FREIGHT FORWARDING - LOCAL

Freight Forwarding - Local

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Email: nilofer.sayeed@dsv.com

Contact: Nomar Pavon

Tel: +971 4 813 1312

Tel: +971 55 917 1107

Email: Nomar.Pavon@dsv.com

HAZARDOUS, OVERSIZED & RESTRICTED GOODS

DSV Solutions

Freight Forwarding - International

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Contact: Josie Smith

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Email: Josie.smith@dsv.com

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Email: nilofer.sayed@dsv.com

Contact: Nomar Pavon

Tel: +971 4 813 1312

Tel: +971 55 917 1107

Email: Nomar.Pavon@dsv.com

HOSPITALS

Mediclinic (Airport Road): Tel: +97124446655

Sheikh Khalifa Medical City: Tel: +97128190000

Burjeel Hospital: Tel: +97125085555

HOSTESSES & TEMPORARY STAFF

Vibes Events

Mobile: +971 56 209 1365 / +971 50 128 8678

Email: wasundara@vibes.ae ; info@vibes.ae; berthe@vibes.ae

Contact: Wasundara Boralugoda; Berthe Tachajian

HOTEL ACCOMMODATION / VISA SERVICES / AIRPORT TRANSFERS

FLYT

Randa Darwich

Email: adipec@flyt.ae

Mobile: +971 50 121 4201(Call & Whatsapp)

INSURANCE

Aon Middle East LLC

PO Box 10764, Dubai, UAE

Tel: +971(0)4 202 6157
Fax: +971(0)4 228 9112
Email: anoop.krishna@aon.ae / snehal.bawankar@qicuae.com

MARKETING

dmg events

PO Box 33817, Dubai, UAE
Tel: +971 02 444 4909
Fax: +971 02 4444 383
Email: marketing@adipec.com

SECURITY DEPOSIT

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Fax: +971 (0)4 438 0357
Email: operations@adipec.com

PUBLIC RELATIONS AND OFFICIAL PR

For any public relations enquiry, please write us at media@adipec.com

RIGGING SERVICES

ADNEC

PO Box 5546, Abu Dhabi, UAE
Tel: +971 (0)2 444 6900
Email: capital360.mr@adnec.ae

SECURITY SERVICES, GUARDS – FOR STANDS

ADNEC

PO Box 5546, Abu Dhabi, UAE
Tel: +971 (0) 2 406 3666
Fax: +971 (0)2 406 9770
Email: customer.services@adnec.ae

STAND CONTRACTOR (OFFICIAL) - SHELL SCHEME, CARPET & CARPET TAPE, FURNITURE AND ALL OTHER RELATED QUERIES

Global Experience Specialists (GES)

Dubai, UAE
Tel: +971 4 885 5448
Email: adipec@ges.com

STAND PLANS & SUBMISSION (SPACE ONLY STANDS) AND ALL RELATED QUERIES – DOUBLE DECKER, HEIGHT LIMITS, ETC

dmg events

PO Box 33817, Dubai, UAE

Tel: +971 (0)4 438 0355

Fax: +971 (0)4 438 0357

Email: operations@adipec.com

STORAGE

DSV Solutions

Freight Forwarding - International

Contact: Terry Brunton

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Email: terence.brunton@dsv.com

Contact: Josie Smith

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Email: Josie.smith@dsv.com

Freight Forwarding - Local

Contact: Nilofer Sayed

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Email: nilofer.sayed@dsv.com

Contact: Nomar Pavon

Tel: +971 4 813 1312

Tel: +971 55 917 1107

Email: Nomar.Pavon@dsv.com

SHOW DAILY ADVERTISING & EDITORIAL

dmg events

PO Box 33817, Dubai, UAE

Tel: +971 02 444 4909

Fax: +971 02 4444 383

Email: sales@energyconnects.com

TAXIS

Al Ghazal - Tel: 600 53 53 53

National Taxi - Tel: +971 (0)2 554 8868 / 600 53 53 53

Arabia Taxi - Tel: +971 (0)2 558 8 099 / 600 53 53 53

Tawasul Taxi - Tel: +971 (0)2 673 4444 / 600 53 53 53

Emirates Taxi - Tel: +971 (0)2 550 9511 / 600 53 53 53

Cars Taxi - Tel: +971 (0) 2 5516164 / 600 53 53 53

TELECOMMUNICATIONS, INTERNET & DATA SERVICES

ADNEC

PO Box 5546, Abu Dhabi, UAE

Tel: +971 (0) 2 406 3666

Fax: +971 (0)2 406 9770

Email: customer.services@adnec.ae

WATER & WASTE / GAS & AIR

Global Experience Specialists (GES)

Dubai, UAE

Tel: +971 4 885 5448

Email: adipec@ges.com

OFFICIAL CONTRACTORS

OFFICIAL STAND CONTRACTORS

Global Experience Specialists (GES)

PO Box 95159

Abu Dhabi

UAE

Office: +971 4 885 5448

Fax: +971 4 885 9337

Email: adipec@ges.com

Website: www.ges.com

For custom stand design and build queries, please contact:

Contact: Izzad Ali

Mob: +971 58 1543325

Email: IAli@ges.com

Projex Event Services

PO Box 31362

Dubai

UAE

Contact: Rob Jefferson

Tel: +971 4 4 327 2668

Fax: +971 4 320 4067

Email: info@projexuae.com

Website: www.projexuae.com

OFFICIAL FREIGHT FORWARDER

DSV - Fairs & Events

Freight Forwarding - International

Contact: Terry Brunton

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Contact: Josie Smith

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Freight Forwarding - Local

Contact: Nomar Pavon

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Tel: +971 55 917 1107

Email: Nomar.Pavon@dsv.com

Contact: Nilofer Sayed

Tel: +971 4 813 1487

Mob: +971 56 683 3914

Email: nilofer.sayeed@dsv.com**OFFICIAL AV SUPPLIER****Mediakraft Electronic Equipment Rental LLC**

PO Box 28593

Dubai

UAE

Contact: Swathi**Mob:** +971 50 412 3593**Email:** sales@mekraft.com/fahad@mediaproav.com**OFFICIAL FLORAL SUPPLIER****Blooms**

PO Box 51980

Dubai

UAE

Contact: Romeo Baguio**Office:** +971 4 394 6094**Mob:** +971 50 725 1169**Email:** blooms@emirates.net.ae**OFFICIAL STAFFING SUPPLIER****Vibes Events**

UAE

Contact: Wasundara Boralugoda; Berthe Tachjian**Mobile:** +971 56 209 1365 / +971 50 128 8678**Email:** wasundara@vibes.ae ; info@vibes.ae; berthe@vibes.ae

Please note the above list is only an indicative list, exhibitors are free to deal with any contractors they deem fit. We have based this list on our experience of working with these contractors, however we urge all exhibitors to conduct their due diligence & research before selecting any contractor. dmg events, as organisers will not be held responsible for any exhibitor dealings with any contractors, these transactions are between exhibitors and their selected contractors only.

ATTENTION

PLEASE DO NOT USE THE SERVICES OF THE CONTRACTING COMPANY BY THE NAME OF **AL BUSAT AL AHMAR TECH CONT LLC(RED CARPET EXPO SOLUTIONS), AL GHARB INTERFACES, DREAMZ UNLIMITED, THE CIRCLE MEDIA GROUP LLC, EXPOMOD and ARTEX CARPENTRY, AL ASRAR FURNITURE RENTALS** WHO ARE BASED IN THE UAE. THEY ARE PROHIBITED FROM BUILDING STANDS AT ANY DMG SHOWs. THE OPERATIONS TEAM WILL NOT ACCEPT, PROCESS NOR APPROVE ANY STAND DESIGNS SUBMITTED BY THESE CONTRACTORS. IF THEY ARE FOUND BUILDING STANDS IN OUR SHOWS THE STAND WILL BE CLOSED DOWN AND THE CONTRACTORS WILL BE REMOVED FROM THE VENUE.

HEALTH & SAFETY

Personal Protective Equipment (PPE) requirements

During build up and break down, it is now mandatory that all persons working on or visiting an exhibition stand or involved in construction work within the venue must wear protective clothing – equipment.

MANDATORY HEAD PROTECTION (HARD HAT):



During buildup and breakdown, all employers are required to provide each member of their team with a personal hard hat when overhead work is being carried out or where there is a risk of falling objects. This includes the erection of steel work, lifting operations, the building of double-decker stands and any area where there is a risk of objects falling from above.

MANDATORY HIGH VISIBILITY CLOTHING (HIGH VISIBILITY VEST):



High visibility vests are compulsory and should be worn by each of the work force operating anywhere within our venues during buildup and breakdown periods. Stand contractors, supervisors or managers should wear a specific colour high visibility vest so they can be easily identified at the venue.

MANDATORY FOOT PROTECTION:



Shoes need to be hard capped to protect against injury. Sneakers, sandals, open/soft toe footwear or everyday shoes will no longer be allowed in the exhibition halls, marshalling yards and conference halls during buildup and breakdown periods of the event at the venue.

