



EXHIBITORS

EXHIBITION TIMETABLE

	VISITORS	EXHIBITORS
23 rd October 2025	9:30 am – 6:00 pm	8:30 am – 6:30 pm
24 th October 2025	9:30 am – 6:00 pm	8:30 am – 6:30 pm
25 th October 2025	9:30 am – 6:00 pm	8:30 am – 6:30 pm

Exhibitors' Entrance during the exhibition days (only with exhibitors' passes):

For exhibitors in the New Pavilion, Pavilion 90/94, Pavilion 96, Outdoor Area Piazzale 71

Italo Orientale Entrance – Fiera del Levante, Viale Italo Orientale, Bari

Exhibitor car parking: Piazzale 85

For exhibitors in Pavilion 19, Pavilion 20, Outdoor Area Piazzale 47

Via Verdi Entrance – Fiera del Levante, Via Giuseppe Verdi, 70132 Bari:

Exhibitor car parking: Via Verdi parking area

DIFFERENCES BETWEEN RAW SPACE AND PRE-FITTED STANDS

Companies that have booked **raw space without fitting**, will have exclusively the given surface area available to build their own stand, the perimeter of which will be marked out on the floor with adhesive tape. There are no partition walls between stands.

Companies that have booked a **shell scheme booth** will have available an already set-up area, including the equipment specified on the application form. The official stand builder of the exhibition, who will realize the pre-fitted stands will be **Spazio Eventi** reachable under the following contact details:

tel. 080/5347030 saie@spazioeventi.org

SET-UP for RAW SPACE

Timetable

- Saturday 18th October 2025: from 8:00 am to 8:00 pm
- Sunday 19th October 2025: from 8:00 am to 8:00 pm
- Monday 20th October 2023: from 8:00 am to 8:00 pm
- Tuesday 21st October 2025: from 8:00 am to 8:00 pm
- Wednesday 22nd October 2025: from 8:00 am to 8:00 pm

EXHIBITOR ACCESS SET-UP

Exhibitors with stands in Pavilion 19, Pavilion 90/94, Pavilion 96

Italo Orientale Entrance – Fiera del Levante, Viale Italo Orientale, Bari

Exhibitors with stands in the New Pavilion, Pavilion 20, Pala Formedil and Outdoor Areas 71 and 74

Agricoltura Entrance – Fiera del Levante, Viale Vittorio Emanuele Orlando, 70132 Bari

On October, 22nd 2025, the day before the official opening of the exhibition, no set-up work involving the use of forklifts will be allowed from 8:00 AM to 8:00 PM. Instead, only finishing and arrangement activities, such as the placement of samples, application of graphics or other work that can be performed with hand tools only, will be allowed. Any exceptions will be allowed only in the presence of specific and justified operational needs, to be submitted in advance to the organizing secretary for evaluation and formal approval.

Maximum height of raw spaces and non-standard set-ups

The arrangements have to be realized in order to ensure maximum visibility of the nearby stands. It is forbidden for exhibitors to close more than 50% of the length of the single free sides or of the exhibition front with walls or with furniture or display modules.

Stands may not exceed the standard height of 3 m.

In case of higher heights or in case of non- standard booths, it is requested to send the project, signed by a qualified engineer/architect for approval, to the following addresses: ottomanelli@senaf.it c.c. laura.anoja@senaf.it.

The structures, whose sides face with neighbouring stands, must be perfectly finished and painted in a neutral, solid colour.

No suspensions are possible.

Partition of the stands

There is no division among the stands, the perimeter will be marked out on the floor by adhesive tape. Each company will have to realize the walls of its stand that are next to others' exhibitors' stands.

Stand builder 's contact:

Please find here below the contact of stand fitting contractor in order to receive a booth project:

HENOTO - Via C. Tolomeo, 14-16, 35020 Piove di Sacco, Padova

Tel. 049 5801200 - 049 5801256 - commerciale@henoto.com

Contact: Ms. Rebecca Ruvoletto – Ms. Daria Scacchetti

ALLESTIMENTI TM - Via Bitritto 86 – 70129, Bari

Tel. 0805002001 - 3336577198 – allestimentitm@libero.it

Contact: Mr. Lorenzo Mirizzi

NIGRO ALLESTIMENTI - Via delle Mimose S.n.c.- 70026 - Bari

Tel. 0805341083 – 3484058129 - 3488127270 – info@nigroallestimenti.it

Contact: Mr. Nigro Luigi – Mr. Nigro Gianluca

PUBBLIANGIE – Viale de Blasio – 20/G – Zona Industriale Bari

Tel. 348 603 7187 - info@pubbliangiegroun.it

Contact: Mr. Iose Tomasicchio

ROMANO EXHIBIT SRL - Viale delle Margherite, 24.- 70026 - Bari

Tel. 0805365979 – info@romanoexhibit.it

Contact: Mr. Emiddio Romano – Mr. Gerardo Draetta

STUDIO ELEVEN - C.so G. Garibaldi, 88 - 70027 Palo del Colle – Bari

Tel. 338 8348390 - info@studioeleven.it

Contact: Mr. Gianni Giuliani

DISMANTLING RAW SPACES

Date and hours

- Saturday 25th October 2025: from 6,30 pm to 8,00 pm – only in case of removal by hand-manoeuvred carts
- Sunday 26th October 2025: from 8:00 am to 8:00 pm
- Monday 27th October 2025: from 8:00 am to 8:00 pm
- Tuesday 28th October 2025: from 8:00 am to 8:00 pm

EXHIBITOR ACCESS FOR DISMANTLING

Exhibitors with stands in Pavilion 19, Pavilion 90/94, Pavilion 96

Italo Orientale Entrance – Fiera del Levante, Viale Italo Orientale, Bari

Exhibitors with stands in the New Pavilion, Pavilion 20, Pala Formedil and Outdoor Areas 71 and 74

Agricoltura Entrance – Fiera del Levante, Viale Vittorio Emanuele Orlando, 70132 Bari

In particular:

The access to the fairground for the samples' removal and fittings will be the following :

- Saturday 25th October 2025 – Hall's closing at 6.30 p.m.
- Samples' removal at 6.30 p.m.
- Entrance from external parking areas for removal from 7.00 p.m. (only for samples's removal with hand trolleys)

PRE-FITTED STANDS

Availability of pre-fitted stands:

Pre-fitted stands will be available for exhibitors **from 8:00 on Wednesday 22 October 2025**.

Removal of material from pre-fitted stands - timetable:

- Saturday 25th October 2025: from 6:30 pm to 8:00 pm

Starting from 8:00 am on October 26th the stand fitters will start the dismantling work, all material that will be found in the stands will be removed.

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Stand builder's contact:

SPAZIO EVENTI – Via Torre di Mizzo, 9– 70026 - Bari

Tel. 080 4552316 - saie@spazioeventi.org

Contact: Mr Fabrizio Fitto

SPAZIO EVENTI will send an email to the **contact person** indicated on the application form, with a link to the personal area where configuring booth and where you can request additional furniture or assistance.

APPLICATION FORMS TO PARTICIPATE IN THE EXHIBITION

Equipment rental and stand service forms:

In the **Exhibitor Portal**. Each exhibitor will receive an email from info@saiebari.it to access the Exhibitor Portal and set a login password. The Welcome email for the Exhibitor Portal will be sent to the contact person designated as the Contact Manager.

To request new login credentials for your personal area of the Exhibitor Portal, you can write to helpdesk_esp@saiebari.it

Fire extinguisher legal obligation:

Fire extinguisher distribution is already included in the **application form** to the extent required by law.

Fire extinguishers will be delivered within the beginning of the exhibition.

TECHNICAL OFFICE SAIE BARI

The technical office will stay at your disposal at the following contacts:

Email: ottomanelli@senaf.it - mobile: 3760611604

EXHIBITOR ENTRY PASS AND CAR PASS

Exhibitor entry passes and car passes

Exhibitors will be provided, free of charge, with entry passes in the following quantities:

- N. 10 entry passes

In addition:

- N° 1 car pass

How to get Exhibitors Entry Passes and Car Passes

Each exhibitor will receive **10 entry passes and 1 car parking permit free of charge**, regardless of the stand size. The permit allows parking in the designated areas provided by Fiera del Levante.

The passes can be downloaded from the exhibitor portal (accessible with the username and password sent via email) once the participation fee for the event has been paid.

The exhibitor car parking permit – available from the first official setup day – can be downloaded online through the exhibitor portal only by companies that have settled all invoices related to their participation. The CAR PASS is valid for one vehicle per day and does not allow re-entry once the vehicle has exited.

Printing the entrance documents for the set-up and dismantling period

Through the exhibition's portal, it's possible to accredit companies, people and vehicles and print the entrance documents. To receive again your credential please contact: helpdesk_esp@saiebari.it

VISITORS' ENTRANCE

Entrance ticket price:

Access to the event is free, upon registration

Opening Hours:

- Thursday 23th October 2025: from 9:30 am to 6:00 pm
- Friday 24th October 2025: from 9:30 am to 6:00 pm
- Saturday 25st October 2025: from 9:30 am to 6:00 pm

Entrances:

Entrance Edilizia – Fiera del Levante, Via di Maratona angolo via Verdi, Bari

Entrance Via Verdi– Fiera del Levante, Via Giuseppe Verdi, Bari

Entrance Agricoltura – Fiera del Levante, Viale Vittorio Emanuele Orlando, 70132, Bari

Free tickets available for exhibitors:

Each exhibitor will receive **1.000 free tickets**.

PAYMENT

Final invoice payment:

The final invoice and bank statement will be sent by August 2025.

The payment will have to be made by 8th September 2025, with a bank transfer to:

c/c 000005145X41 – in the name of Senaf srl

Banca Popolare di Sondrio – Agenzia 8 Milano

IBAN: IT 17 N 05696 01607 00000 5145X41

Entrance for the set-up will not be allowed to Exhibitors who have not paid the final invoice.

The Exit Voucher will be available for download from the exhibitor portal only for companies that have settled all payments.

OTHER

Goods shipment to the stand with courier during the setting - up days:

It is possible to ship goods to the stand by writing clearly on the box the following information:

Exhibitor "Company Name"

c/o Hall. (.....) booth nr. (....)

Quartiere Fiera del Levante – Lungomare Starita, 4

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Agricoltura Entrance – Fiera del Levante, Viale Vittorio Emanuele Orlando, 70132 Bari

It is required to make arrangements with the courier about dates and times for the delivery, in order to be sure to find someone waiting at the stand. The Exhibiting Organizing Office is not allowed to receive goods on behalf of exhibitors. We recommend to insert the clause "delivery to the stand" to prevent that the courier could insist on leaving goods at the gate.

Services included in "Mandatory technical supplies fee":

- Connection, test and electric power up to 3 kw
- Fire extinguishers

Insurance

The Registration fee includes **"All Risks" and Civil Liability insurance**.

Maximum coverages are written on the Exhibition Technical Regulations (available online).

HELP DESK

For further information, please contact the exhibition Help Desks at the following contacts:

EXHIBITOR HELP DESK:

Phone: +39 02 89362581

Email: helpdesk_esp@saiebari.it

VISITOR HELP DESK:

Phone: +39 02 89362580

Email: helpdesk_vis@saiebari.it