



## EXHIBITORS

### EXHIBITION TIMETABLE

	VISITORS	EXHIBITORS
7 <sup>th</sup> October 2021	9:30 am – 6:00 pm	8:30 am – 6:30 pm
8 <sup>th</sup> October 2021	9:30 am – 6:00 pm	9:00 am – 6:30 pm
9 <sup>th</sup> October 2021	9:30 am – 6:00 pm	9:00 am – 6:30 pm

### 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.

### SET-UP for RAW SPACE

#### Timetable

- Saturday 2<sup>nd</sup> October 2021: from 8:00 am to 8:00 pm
- Sunday 3<sup>rd</sup> October 2021: from 8:00 am to 8:00 pm
- Monday 4<sup>th</sup> October 2021: from 8:00 am to 8:00 pm
- Tuesday 5<sup>th</sup> October 2021: from 8:00 am to 8:00 pm
- Wednesday 6<sup>th</sup> October 2021: from 8:00 am to 8:00 pm

#### Entrance/Exit

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

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

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](mailto:ottomanelli@senaf.it) c.c. [laura.anoja@senaf.it](mailto:laura.anoja@senaf.it).

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

### Partition of the stands

There is no division among the stands, the perimeter will be marked out on the floor by adhesive tape.

### Stand builder 's contact:

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

**ALLESTIMENTI TM** - Via Bitritto 86 – 70129, Bari  
Tel. 0805002001 - 3336577198 – [allestimentitm@libero.it](mailto:allestimentitm@libero.it)  
Contact: Mr. Lorenzo Mirizzi

**NIGRO ALLESTIMENTI** - Via delle Mimose S.n.c.- 70026 - Bari  
Tel. 0805341093 – 3484058129- [info@nigroallestimenti.it](mailto:info@nigroallestimenti.it)  
Contact: Mr Nigro

**ROMANO EXHIBIT SRL** - Viale delle Margherite, 24.- 70026 - Bari  
Tel. 0805365979 – 3357719549 - [salvatore@romanoexhibit.it](mailto:salvatore@romanoexhibit.it)  
Contact: Mr. Salvatore Demola

**SPAZIO EVENTI** – Via Torre di Mizzo, 9– 70026 - Bari  
Tel. 080 5347030- [f.fitto@spazioeventi.org](mailto:f.fitto@spazioeventi.org)  
Contact: Mr Fabrizio Fitto

**FIDANZIA SISTEMI SRL** – Corso Vittorio Veneto 40 – 70123 Bari  
Tel. 080.5344722 - [fidanzia@fidanzia.it](mailto:fidanzia@fidanzia.it)  
Contact: Mr Giuseppe Menchiese

## DISMANTLING RAW SPACES

### Date and hours

- Saturday 9<sup>th</sup> October 2021: from 6,30 pm to 8,00 pm – only in case of removal by hand-manoeuvred carts
- Sunday 10<sup>th</sup> October 2021: from 8:00 am to 8:00 pm
- Monday 11<sup>th</sup> October 2021: from 8:00 am to 8:00 pm
- Tuesday 12<sup>th</sup> October 2021: from 8:00 am to 8:00 pm

### Entrance/Exit

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

## PRE-FITTED STANDS

### Availability of pre-fitted stands:

Pre-fitted stands will be available for exhibitors **from 8:00 on Wednesday 6 October 2021**.

### Removal of material from pre-fitted stands - timetable:

- Saturday 9th October 2021: from 6:30 pm to 8:00 pm

Starting from 8:00 am on October 9<sup>th</sup> the stand fitters will start the dismantling work, all material that will be found in the stands will be removed.

### Entrance/Exit

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

### Stand builder's contact:

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

Tel. 080 5347030- [f.fitto@spazioeventi.org](mailto:f.fitto@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:

You can find all the information on your exhibitor's on-line page.

To receive your credentials please contact: [laura.anoja@senaf.it](mailto:laura.anoja@senaf.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.

## 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



In collaboration with:



Project and Direction



Via Eritrea 21/A – 20157 Milano  
Tel. +39 02332039.460  
info@saiebari.it

### How to get Exhibitors Entry Passes and Car Passes

Exhibitors will be provided, free of charge, with 10 entry passes.

Exhibitors will also be given one car parking pass, regardless of the size of the stand, entitling them to park in the space designated by Fiera del Levante.

The Exhibitor's passes will be printed on-line on the Exhibition's website.

The service will be available only for companies that will have provided to the due payments.

The Car Passes will be available at the SAIE Organising Secretary during the setting up -days.

### 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 your credential please contact: [laura.anoja@senaf.it](mailto:laura.anoja@senaf.it)

## VISITORS' ENTRANCE

### Entrance ticket price:

Access to the event is free, upon registration

### Opening Hours:

- Thursday 7<sup>th</sup> October 2021: from 9:30 am to 6:00 pm
- Friday 8<sup>th</sup> October 2021: from 9:30 am to 6:00 pm
- Saturday 9<sup>th</sup> October 2021: from 9:30 am to 6:00 pm

### Entrance/Exit:

Ingresso Edilizia – Fiera del Levante, Via di Maratona angolo Via Verdi, 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 2021.

The payment will have to be made by **1st September 2021**, with a bank transfer to:

Senaf srl

c/c 000005145X41

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.**



In collaboration with:



Project and Direction



Via Eritrea 21/A – 20157 Milano  
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info@saiebari.it

## OTHER

### Goods shipment to the stand with courier:

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

Ingresso Italo Orientale - Fiera del Levante, Viale Italo Orientale

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).